

**TOWNSHIP OF MANSFIELD
COUNTY OF BURLINGTON, NEW JERSEY**

**AUDIT REPORT FOR THE YEAR ENDED
DECEMBER 31, 2016**

TOWNSHIP OF MANSFIELD

REPORT OF AUDIT - DECEMBER 31, 2016

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**TOWNSHIP OF MANSFIELD
COUNTY OF BURLINGTON**

PART I

**INDEPENDENT AUDITOR'S REPORTS
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016**

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ALLISON, P.C.

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Honorable Mayor and Members
of the Township Council
Mansfield Township
County of Burlington, New Jersey

Report on the Financial Statements

We have audited the accompanying statements of assets, liabilities, reserves and fund balance - regulatory basis of the various funds and account group of the Township of Mansfield, County of Burlington, State of New Jersey as of December 31, 2016 and 2015, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, the related statement of revenues - regulatory basis, and statement of expenditures - regulatory basis for the year ended December 31, 2016 and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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.

Opinions

Basis for Adverse Opinion on Accounting Principles Generally Accepted in the United States of America

As described in Note 1 to the financial statements, the Township of Mansfield prepares its financial statements using accounting practices that demonstrate compliance with regulatory basis of accounting and budget laws of the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the State of New Jersey.

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

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

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on Accounting Principles Generally Accepted in the United States of America” paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Township of Mansfield, County of Burlington, State of New Jersey, as of December 31, 2016 and 2015, or the results of its operations and changes in fund balance for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the Township of Mansfield, County of Burlington, State of New Jersey, as of December 31, 2016 and 2015, and the results of its operations and changes in fund balance - regulatory basis of such funds for the years then ended, and the statement of revenues - regulatory basis, statement of expenditures - regulatory basis of the various funds, and general fixed assets group of accounts – regulatory basis, for the year ended December 31, 2016 in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

Other Matters

Report on Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements referred to in the first paragraph as a whole. The supplemental statements and schedules presented for the various funds are presented for purposes of additional analysis as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and is not a required part of the above financial statements.

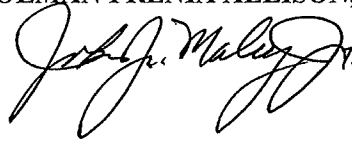
Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 4, 2017, on our consideration of the Township of Mansfield's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township of Mansfield's internal control over financial reporting and compliance.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P.C.

A handwritten signature in black ink, appearing to read "John J. Maley, Jr.", written in a cursive style.

John J. Maley, Jr.
Certified Public Accountant
Registered Municipal Accountant
CR 218

Bordentown, New Jersey
May 4, 2017

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

Honorable Mayor and Members
of the Township Council
Township of Mansfield
County of Burlington, New Jersey

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements-regulatory basis of the Township of Mansfield (herein referred to as "the Township"), as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements, and have issued our report thereon dated May 4, 2017. Our report indicated that the Township's financial statements were not prepared and presented in accordance with accounting principles generally accepted in the United States of America but rather prepared and presented in accordance with the regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Township's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township'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 Township'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 Township'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 an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* or audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is described in the accompanying schedule of comments and recommendations as item 2016-1.

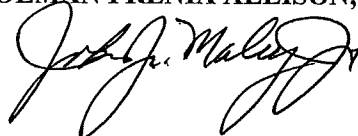
The Township of Mansfield's response to the finding identified in our audit is described in the accompanying comments and recommendations section. We did not audit the Township of Mansfield's response and, accordingly, we express no opinion.

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 Township's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey in considering the Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P.C.

A handwritten signature in black ink, appearing to read "John J. Maley, Jr.", written in a cursive style.

John J. Maley, Jr.
Certified Public Accountant
Registered Municipal Accountant
CR 218

Bordentown, New Jersey
May 4, 2017

BASIC FINANCIAL STATEMENTS

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TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

<u>ASSETS</u>	<u>REFERENCE</u>	<u>2016</u>	<u>2015</u>
Current Fund:			
Cash - Treasurer	A-4	\$ 6,137,341.22	\$ 6,266,927.09
Investments	A-4	2,612,043.05	2,605,749.41
Cash - Change Funds	A	475.00	475.00
Total Cash		<u>8,749,859.27</u>	<u>8,873,151.50</u>
Receivables & Other Assets With Full Reserves:			
Delinquent Property Taxes Receivable	A-6	326,473.55	224,553.04
Tax Title Liens Receivable	A-7	125,199.24	154,490.54
Property Acquired for Taxes (Assessed Valuation)	A	157,587.85	94,100.00
Revenue Accounts Receivable	A-9	22,582.00	14,368.57
Due from Other Trust Fund	B	5,890.67	6,411.33
Due from General Capital Fund	C	-	56,176.83
Total Receivables & Other Assets With Full Reserves		<u>637,733.31</u>	<u>550,100.31</u>
Deferred Charges:			
Overexpenditure of Appropriation Reserve	A-8	1,701.47	-
Special Emergency - Revaluation	A	54,000.00	108,000.00
Total Deferred Charges		<u>55,701.47</u>	<u>108,000.00</u>
Total Assets - Current Fund		<u>9,443,294.05</u>	<u>9,531,251.81</u>
Federal & State Grant Fund:			
Cash - Treasurer	A-4	218,245.46	126,962.08
Federal & State Grants Receivable	A-12	1,229,289.19	839,119.92
Total Assets - Federal & State Grant Fund		<u>1,447,534.65</u>	<u>966,082.00</u>
TOTAL ASSETS		<u>\$ 10,890,828.70</u>	<u>\$ 10,497,333.81</u>

TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

<u>LIABILITIES, RESERVES & FUND BALANCE</u>	<u>REFERENCE</u>	<u>2016</u>	<u>2015</u>
Current Fund:			
Liabilities:			
Appropriation Reserves	A-3	\$ 231,308.99	\$ 326,375.54
Reserve for Encumbrances	A-3	105,196.24	70,664.43
Accounts Payable	A-8	8,993.46	8,583.34
Tax Overpayments	A	7,784.88	6,266.82
Prepaid Taxes	A-4	233,099.26	185,474.82
County Taxes Payable	A-10	18,365.66	11,750.79
Local District School Tax Payable	A-11	2,576,476.50	2,930,094.85
Regional High School Tax Payable	A-11	4,700,618.29	4,423,936.28
Due State of New Jersey -			
Senior Citizens & Veterans Deductions	A-5	1,597.47	3,870.87
Marriage License Fees/Fish & Game	A	175.00	100.00
Due to Sewer Assessment Trust	D	113,820.17	100,778.26
Due to Trust Other	B	35,450.00	35,000.00
Reserve for Security Deposit	A	700.00	700.00
Reserve for Environmental Recycling	A	5,165.07	5,165.07
Reserve for Parking Offenses Adjudication Act	A	498.80	482.80
Reserve for Tax Sale Premiums	A	63,793.99	73,693.99
Reserve for White Pine Road	A	11,350.00	6,350.00
Total Liabilities		<u>8,114,393.78</u>	<u>8,189,287.86</u>
Reserves for Receivables and Other Assets	A	637,733.31	550,100.31
Fund Balance	A-1	<u>691,166.96</u>	<u>791,863.64</u>
Total Liabilities & Reserves		<u>9,443,294.05</u>	<u>9,531,251.81</u>
Federal & State Grant Fund:			
Reserve for Encumbrances	A-13	287,069.86	40,264.94
Reserve for State Grants:			
Appropriated	A-13	1,095,464.79	925,817.06
Unappropriated	A-14	65,000.00	-
Total Federal & State Grant Fund		<u>1,447,534.65</u>	<u>966,082.00</u>
TOTAL LIABILITIES, RESERVES & FUND BALANCE		<u>\$ 10,890,828.70</u>	<u>\$ 10,497,333.81</u>

The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENTS OF OPERATIONS AND CHANGE IN FUND BALANCE
REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2016 AND 2015

	2016	2015
<u>REVENUE AND OTHER INCOME REALIZED</u>		
Fund Balance Utilized	\$ 650,000.00	\$ 936,000.00
Miscellaneous Revenue Anticipated	2,350,720.08	2,127,702.14
Receipts From Delinquent Taxes	213,631.12	281,466.40
Receipts From Current Taxes	30,416,080.72	29,231,246.43
Non-Budget Revenue	181,245.81	79,050.86
Other Credits to Income:		
Due State of New Jersey - Senior Citizens		
Deductions Disallowed For Prior Year	93.84	-
Cancellation of Accounts Payable	-	515.70
Interfunds Returned	63,038.16	6,239.49
Unexpended Balance of Appropriation Reserves	234,266.19	188,658.38
 TOTAL INCOME	 34,109,075.92	 32,850,879.40
<u>EXPENDITURES</u>		
Budget and Emergency Appropriations Within "CAPS":		
Operations		
Salaries and Wages	1,937,083.08	1,909,102.18
Other Expenses	2,535,395.00	2,631,772.00
Deferred Charges and Statutory Expenditures	559,857.00	587,100.95
Appropriations Excluded From "CAPS":		
Operations		
Salaries and Wages	56,500.00	55,500.00
Other Expenses	602,385.78	323,412.91
Capital Improvements	10,000.00	35,000.00
Municipal Debt Service	1,775,457.69	1,677,465.75
County Taxes	4,890,526.95	4,668,510.81
Due County for Added & Omitted Taxes	18,365.66	11,750.79
Local District School Tax	10,924,839.00	10,662,736.00
Regional School Taxes	10,238,442.00	9,661,287.00
Due State of New Jersey - Senior Citizens		
Deductions Disallowed For Prior Year	-	371.23
Other Expenditures:		
Refund of Prior year Revenue	5,131.86	
Interfunds Created	5,788.58	14,000.00
 TOTAL EXPENDITURES	 33,559,772.60	 32,238,009.62
 Statutory Excess to Fund Balance	 549,303.32	 612,869.78
 Fund Balance - January 1	 791,863.64	 1,114,993.86
 Subtotal	 1,341,166.96	 1,727,863.64
Decreased By:		
Utilization As Anticipated Revenue	650,000.00	936,000.00
 Fund Balance - December 31	 \$ 691,166.96	 \$ 791,863.64

The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016

	Budget	Special NJSA 40A:4-87	Realized	Excess Or (Deficit)
Fund Balance Anticipated	\$ 650,000.00	\$ -	\$ 650,000.00	\$ -
Miscellaneous Revenues:				
Local Revenues:				
Licenses				
Alcoholic Beverages	4,000.00	-	1,890.00	(2,110.00)
Fines and Costs				
Municipal Court	262,500.00	-	281,287.30	18,787.30
Interest and Costs on Taxes	68,000.00	-	55,925.19	(12,074.81)
Interest on Investments & Deposits	18,000.00	-	15,174.01	(2,825.99)
State Aid Without Offsetting Appropriations:				
Energy Receipts Taxes	512,185.00	-	512,185.00	-
Special Items of General Revenue Anticipated With Prior Written Consent of Director of Local Government Services -				
Shared Service Agreements Offset With Appropriations:				
Shared Service Revenue - Springfield Township Court	115,000.00	-	115,000.00	-
Public and Private Revenues Offset With Appropriations:				
Recycling Tonnage Grant		16,512.92	16,512.92	-
Clean Communities Program	-	22,987.17	22,987.17	-
Bulletproof Vest Partnership Program	-	1,969.50	1,969.50	-
Body Armor Replacement Program	-	1,542.58	1,542.58	-
NJ DOT - Mnasfield Rd East		220,000.00	220,000.00	-
County Park Development grant		250,000.00	250,000.00	-
Other Special Items:				
Uniform Fire Safety Act	9,000.00	-	9,640.16	640.16
School Resources Officer - NBCRS (COPS In Schools)	125,000.00	-	112,702.00	(12,298.00)
Host Community Benefits	482,000.00	-	482,714.51	714.51
Cable Franchise Fee	52,000.00	-	52,888.53	888.53
Administrative Fee - Construction	25,000.00	-	25,000.00	-
Administrative Fee - POET	50,000.00	-	58,772.50	8,772.50
JIF Safety Incentive	10,000.00	-	68,411.00	58,411.00
Hotel Tax	3,300.00	-	6,446.34	3,146.34
Sewer Utility Reimbursement	5,000.00	-	5,771.37	771.37
Reserve for Debt Service	30,000.00	-	30,000.00	-
Rental Of Municipal Space	3,500.00		3,900.00	400.00
TOTAL MISCELLANEOUS REVENUES	1,774,485.00	513,012.17	2,350,720.08	63,222.91
Receipts From Delinquent Taxes	263,000.00	-	213,631.12	(49,368.88)
Subtotal General Revenues	2,687,485.00	513,012.17	3,214,351.20	13,854.03
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	4,644,059.91	-	4,711,533.33	67,473.42
BUDGET TOTALS	7,331,544.91	513,012.17	7,925,884.53	81,327.45
Non-Budget Totals	-	-	181,245.81	181,245.81
TOTAL REVENUES	\$ 7,331,544.91	\$ 513,012.17	\$ 8,107,130.34	\$ 262,573.26

TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016

ANALYSIS OF REALIZED REVENUE

Allocation of Current Tax Collections:		
Revenue From Collections	\$	30,416,080.72
Allocated To:		
School Taxes	21,163,281.00	
County Taxes	<u>4,908,892.61</u>	
		<u>26,072,173.61</u>
Balance for Support of Municipal Budget Appropriations		4,343,907.11
Increased By - Reserve for Uncollected Taxes		<u>367,626.22</u>
Amount for Support of Municipal Budget Appropriations	\$	<u>4,711,533.33</u>
Receipts From Delinquent Taxes:		
Delinquent Tax Collections	213,631.12	
Tax Title Lien Collections	<u>-</u>	
	\$	<u>213,631.12</u>

ANALYSIS OF NON-BUDGET REVENUE

Miscellaneous Revenue Not Anticipated:		
<u>Treasurer:</u>		
Clerk	19,401.81	
Police Fees	2,233.61	
Insurance	3,925.00	
Senior Citizen and Veterans Administration Fee	3,498.18	
Zoning Permit Applications	6,055.00	
Recycling	3,010.70	
Rental of Municipal Space	8,550.00	
Lease of Property	21,575.00	
Fire Prevention	5,138.00	
Clothing Bins	156.90	
FEMA	54,240.56	
Miscellaneous	52,026.05	
DMV Inspection	<u>1,175.00</u>	
		180,985.81
<u>Tax Collector:</u>		
Tax Searches	<u>260.00</u>	
		<u>260.00</u>
	\$	<u>181,245.81</u>

The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016

	Appropriations		Expended		Reserved	Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered		
GENERAL GOVERNMENT						
Mayor and Council/Board of Chosen Freeholders						
Salaries and Wages	\$ 32,086.47	\$ 32,086.47	\$ 32,086.47	\$ -	\$ -	\$ -
General Administration						
Salaries and Wages	75,000.00	75,850.00	75,816.04	-	33.96	-
Other Expenses	31,920.00	28,920.00	27,181.91	1,185.46	552.63	-
Office of Municipal Clerk						
Salaries and Wages	92,687.22	97,187.22	97,187.22	-	-	-
Other Expenses	25,550.00	25,550.00	21,641.74	574.57	3,333.69	-
Financial Administration (Treasury)						
Salaries and Wages	86,592.85	88,292.85	88,290.68	-	2.17	-
Other Expenses	19,725.00	19,725.00	18,013.74	524.00	1,187.26	-
Audit Services						
Other Expenses	25,000.00	27,700.00	27,700.00	-	-	-
Revenue Administration (Tax Collection)						
Salaries and Wages	78,803.08	80,323.08	80,208.82	-	114.26	-
Other Expenses	11,950.00	11,950.00	10,186.67	-	1,763.33	-
Tax Assessment Administration						
Salaries and Wages	30,600.00	31,200.00	31,199.91	-	0.09	-
Other Expenses	13,800.00	13,800.00	7,191.48	3,105.10	3,503.42	-
Legal Services (Legal Department)						
Other Expenses	120,000.00	120,000.00	97,140.47	-	22,859.53	-
Engineering Services						
Other Expenses	70,000.00	78,000.00	61,356.56	16,622.50	20.94	-
JIF Safety						
Other Expenses	-	3,040.00	1,886.24	1,150.36	3.40	-
LAND USE ADMINISTRATION						
Planning Board						
Other Expenses	12,400.00	21,250.00	14,758.71	6,479.40	11.89	-
Zoning Board of Adjustment						
Other Expenses	4,200.00	4,200.00	3,803.07	-	396.93	-
Zoning Enforcement						
Salaries and Wages	13,260.00	8,760.00	8,156.25	-	603.75	-
Other Expenses	500.00	500.00	85.27	20.48	394.25	-
Land Use						
Salaries and Wages	16,571.10	16,571.10	16,571.10	-	-	-
Other Expenses	2,950.00	2,950.00	2,284.89	155.76	509.35	-
Affordable Housing Agency						
Other Expenses	35,000.00	35,000.00	9,761.69	-	25,238.31	-
Other Code Enforcement Functions - Fire Inspectors						
Salaries and Wages	25,000.00	27,600.00	27,450.07	-	149.93	-
Other Expenses	9,121.00	9,121.00	6,039.65	-	3,081.35	-
Other Code Enforcement Functions - Property Maintenance						
Salaries and Wages	8,160.00	8,205.00	8,202.14	-	2.86	-
Other Expenses	3,690.00	690.00	50.00	-	640.00	-
PUBLIC SAFETY						
Police Force						
Salaries and Wages	1,092,272.69	1,135,272.69	1,135,272.69	-	-	-
Other Expenses	87,314.00	87,314.00	62,406.08	22,354.92	2,553.00	-
Office of Emergency Management						
Salaries and Wages	2,938.83	2,998.83	2,996.57	-	2.26	-
Other Expenses	7,500.00	7,500.00	1,758.00	5,538.56	203.44	-
Aid To Volunteer Fire Companies						
Other Expenses	70,000.00	70,000.00	70,000.00	-	-	-
Aid To Volunteer Ambulance Companies						
Other Expenses	200,000.00	200,000.00	200,000.00	-	-	-
Municipal Prosecutor						
Other Expenses	21,300.00	21,300.00	18,567.50	-	2,732.50	-
PUBLIC WORKS FUNCTIONS						
Streets and Road Maintenance						
Salaries and Wages	99,461.44	129,461.44	128,570.75	-	890.69	-
Other Expenses	40,470.00	40,470.00	27,329.03	3,426.34	9,714.63	-
Other Public Works Functions - Stormwater Management						
Other Expenses	7,000.00	2,000.00	2,000.00	-	-	-
Solid Waste Collection						
Other Expenses	200,000.00	204,000.00	202,017.15	87.15	1,895.70	-
Buildings and Grounds						
Other Expenses	67,400.00	70,000.00	63,687.08	6,248.30	64.62	-
Vehicle Maintenance (Including Police Vehicles)						
Other Expenses	48,250.00	48,550.00	42,816.79	5,673.28	59.93	-
Community Services Act (Condominium Community Costs)						
Other Expenses	45,000.00	45,000.00	39,692.42	-	5,307.58	-
HEALTH AND HUMAN SERVICES						
Public Health Services (Board of Health)						
Salaries and Wages	1,265.96	1,290.96	1,290.85	-	0.11	-
Other Expenses	7,650.00	7,650.00	3,728.85	94.90	3,826.25	-
Environmental Health Services						
Salaries and Wages	1,800.00	1,800.00	700.00	-	1,100.00	-
Other Expenses	2,350.00	2,350.00	1,322.21	-	1,027.79	-

TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016

	Appropriations		Expended		Reserved	Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered		
Animal Control Services						
Other Expenses	600.00	900.00	228.70	636.08	35.22	-
Contributions to Social Service Agencies - Statutory						
Other Expenses	300.00	300.00	-	300.00	-	-
PARKS AND RECREATION						
Recreation Services and Programs						
Salaries and Wages	9,004.62	9,004.62	9,004.62	-	-	-
Other Expenses	17,500.00	17,500.00	3,947.18	6,818.83	6,733.99	-
Maintenance of Parks						
Other Expenses	24,500.00	25,000.00	21,751.04	3,099.15	149.81	-
UTILITY AND BULK PURCHASES						
Electricity	72,500.00	72,500.00	46,952.87	386.24	25,160.89	-
Street Lighting	187,000.00	148,000.00	117,448.13	1,741.76	28,810.11	-
Telecommunications (Including Equipment Acquisition)	41,100.00	41,100.00	30,031.12	3,421.80	7,647.08	-
Water	44,450.00	53,425.00	50,043.86	3,319.14	62.00	-
Fuel Oil	110,000.00	83,100.00	45,766.24	565.24	36,768.52	-
LANDFILL/SOLID WASTE DISPOSAL						
Landfill/Solid Waste Disposal Costs						
Other Expenses	240,000.00	240,000.00	231,102.67	8,897.33	-	-
MUNICIPAL COURT						
Municipal Court						
Salaries and Wages	182,618.22	170,618.22	167,273.32	-	3,344.90	-
Other Expenses	28,150.00	28,150.00	26,643.08	248.79	1,258.13	-
Public Defender (P.L. 1997, c.256)						
Other Expenses	10,000.00	10,000.00	10,000.00	-	-	-
Salary and Wage Adjustment						
Salaries and Wages	13,700.00	14,000.00	9,876.55	-	4,123.45	-
Unemployment Insurance						
Other Expenses	15,000.00	15,000.00	15,000.00	-	-	-
Recycling						
Salaries and Wages	6,560.60	6,560.60	6,560.60	-	-	-
Other Expenses	800.00	1,300.00	920.83	148.80	230.37	-
Liability Insurance						
Other Expenses	80,000.00	80,000.00	79,426.93	-	573.07	-
Workers Compensation Insurance						
Other Expenses	185,000.00	183,300.00	183,268.07	-	31.93	-
Group Health Benefits						
Other Expenses	365,500.00	327,290.00	314,499.49	-	12,790.51	-
TOTAL OPERATIONS WITHIN "CAPS"	4,480,823.08	4,472,478.08	4,148,152.06	102,824.24	221,501.78	-
Contingent	-	-	-	-	-	-
TOTAL INCLUDING CONTINGENT	4,480,823.08	4,472,478.08	4,148,152.06	102,824.24	221,501.78	-
Detail:						
Salaries and Wages	1,868,383.08	1,937,083.08	1,926,714.65	-	10,368.43	-
Other Expenses	2,612,440.00	2,535,395.00	2,221,437.41	102,824.24	211,133.35	-
DEFERRED CHARGES						
Emergency Authorizations	54,000.00	54,000.00	54,000.00	-	-	-
Deficit in Unemployment Trust	13,615.00	13,615.00	13,615.00	-	-	-
STATUTORY EXPENDITURES						
Contribution to:						
Public Employees' Retirement System	96,551.00	96,746.00	96,742.95	-	3.05	-
Social Security System (OASI)	150,000.00	151,500.00	151,500.00	-	-	-
Police and Firemen's Retirement System of NJ	238,621.00	238,996.00	238,995.45	-	0.55	-
Defined Contribution Retirement Program	5,000.00	5,000.00	2,519.08	-	2,480.92	-
	557,787.00	559,857.00	557,372.48	-	2,484.52	-
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"	5,038,610.08	5,032,335.08	4,705,524.54	102,824.24	223,986.30	-

TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016

	Appropriations		Expended		Reserved	Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered		
OPERATIONS EXCLUDED FROM "CAPS"						
Executive Order Storm Jonas Storm Recovery						
Salaries and Wages	587.13	587.13	587.13	-	-	-
Other Expenses	53,011.48	53,011.48	53,011.48	-	-	-
LOSAP						
Other Expenses	20,000.00	26,275.00	26,273.52	-	1.48	-
Shared Services - Springfield Township Court						
Salaries and Wages	25,500.00	26,500.00	25,730.79	-	769.21	-
Other Expenses	10,500.00	9,500.00	576.00	2,372.00	6,552.00	-
State & Federal Programs Offset By Revenues:						
Safe and Secure						
Salaries and Wages	30,000.00	30,000.00	30,000.00	-	-	-
Body Armor Replacement						
Other Expenses		1,542.58	1,542.58	-	-	-
Bulletproof Vest Grant						
Other Expenses		1,969.50	1,969.50	-	-	-
Clean Communities Grant						
Other Expenses		22,987.17	22,987.17	-	-	-
Recycling Tonnage Grant						
Other Expenses		16,512.92	16,512.92	-	-	-
NJDOT - Mansfield Road East						
Other Expenses		220,000.00	220,000.00	-	-	-
County Park Development Grant						
Other Expenses		250,000.00	250,000.00	-	-	-
TOTAL OPERATIONS - EXCLUDED FROM "CAPS"	139,598.61	658,885.78	649,191.09	2,372.00	7,322.69	-
Detail:						
Salaries and Wages	56,087.13	56,500.00	55,730.79	-	769.21	-
Other Expenses	83,511.48	602,385.78	593,460.30	2,372.00	6,553.48	-
CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"						
Capital Improvement Fund	10,000.00	10,000.00	10,000.00	-	-	-
TOTAL CAPITAL IMPROVEMENTS	10,000.00	10,000.00	10,000.00	-	-	-
MUNICIPAL DEBT - EXCLUDED FROM "CAPS"						
Payment of Bond Principal	820,000.00	820,000.00	820,000.00	-	-	-
Payment of Bond Anticipation Notes and Capital Notes	133,940.00	133,940.00	133,940.00	-	-	-
Interest on Bonds	422,970.00	422,970.00	422,970.00	-	-	-
Interest on Notes	30,050.00	30,050.00	30,050.00	-	-	-
Burlington County Bridge Commission Leases	368,750.00	368,750.00	368,497.69	-	(0.00)	252.31
TOTAL MUNICIPAL DEBT SERVICE	1,775,710.00	1,775,710.00	1,775,457.69	-	(0.00)	252.31
TOTAL GENERAL APPROPRIATIONS EXCLUDED FROM "CAPS"	1,925,308.61	2,444,595.78	2,434,648.78	2,372.00	7,322.69	252.31
SUBTOTAL GENERAL APPROPRIATIONS	6,963,918.69	7,476,930.86	7,140,173.32	105,196.24	231,308.99	252.31
Reserve for Uncollected Taxes	367,626.22	367,626.22	367,626.22	-	-	-
TOTAL GENERAL APPROPRIATIONS	\$ 7,331,544.91	\$ 7,844,557.08	\$ 7,507,799.54	\$ 105,196.24	\$ 231,308.99	\$ 252.31

Emergency Appropriations	-
Appropriation by N.J.S.A. 40A:4-87	\$ 513,012.07
Original Budget	7,331,544.91
	<u>\$ 7,844,556.98</u>

ANALYSIS OF PAID OR CHARGED

Accounts Payable	2,522.58
Emergency Authorizations	54,000.00
Reserve for State Grants	513,012.17
Reserve for Uncollected Taxes	367,626.22
Cash Disbursed	<u>6,570,638.57</u>
	<u>\$ 7,507,799.54</u>

The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
TRUST FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

	Reference	2016	2015
<u>ASSETS</u>			
<u>Animal Control Fund</u>			
Cash - Treasurer	B-1	\$ 14,262.87	\$ 17,533.14
Total Animal Control Fund		14,262.87	17,533.14
<u>Other Trust Fund</u>			
Cash - Treasurer	B-1	1,640,504.58	1,480,254.38
Due from Current Fund	A	35,450.00	35,000.00
Total Other Trust Fund		1,675,954.58	1,515,254.38
TOTAL ASSETS		\$ 1,690,217.45	\$ 1,532,787.52
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
<u>Animal Control Fund</u>			
Due State of New Jersey	B-2	\$ 7.60	\$ 6.40
Reserve for Animal Control Fund Expenditures	B-3	14,255.27	17,526.74
Total Animal Control Fund		14,262.87	17,533.14
<u>Other Trust Fund</u>			
Payroll Taxes Payable	B, B-1	36,252.89	31,268.49
Due to State of New Jersey - DCA Fees	B	2,723.00	3,909.00
Due to Current Fund	B-17	5,890.67	6,411.33
Reserve for:			
Recreation Open Space Land Fund	B-4	9,264.63	9,269.63
Unemployment Compensation Insurance Fund	B-5	21,887.84	-
Fire Safety	B-6	3,716.62	2,716.62
Special Law Enforcement Trust	B-7	1,282.69	1,282.69
Law Enforcement Trust	B-8	431.44	431.44
Developers Escrows	B-9	413,250.73	298,281.00
Public Defender	B-10	14,784.50	11,219.50
Special Events	B-11	4,354.02	5,103.12
Recreation Programs	B-12	148,773.66	141,698.16
COAH	B-13	586,809.48	561,080.58
Construction Trust	B-14	92,986.37	99,307.58
Police Outside Employment	B-15	12,555.00	26,062.50
Court Ordered Mapleton	B-16	220,621.60	220,483.30
Federal Forfeiture Trust	B	38,089.44	48,089.44
Sidewalk Contributions	B	27,280.00	13,640.00
Storm Recovery	B	35,000.00	35,000.00
Total Other Trust Fund		1,675,954.58	1,515,254.38
TOTAL LIABILITIES, RESERVES & FUND BALANCE		\$ 1,690,217.45	\$ 1,532,787.52

The accompanying notes are an integral part of this statement.

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TOWNSHIP OF MANSFIELD
 GENERAL CAPITAL FUND
 STATEMENTS OF ASSETS , LIABILITIES , RESERVES AND
 FUND BALANCE - REGULATORY BASIS
 FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

	Ref.	2016	2015
<u>ASSETS</u>			
Cash - Treasurer	C-2	\$ 916,321.37	\$ 3,375,719.57
Cash Held by Fiscal Agent	C-3	-	25,321.96
Deferred Charges to Future Taxation - Funded	C-5	9,891,000.00	10,711,000.00
Capital Leases Funded	C-5	2,162,000.00	2,428,000.00
Deferred Charges to Future Taxation - Unfunded	C-6	5,691,446.00	5,730,386.00
Due From Sewer Operating	C-11	-	-
TOTAL ASSETS		\$ 18,660,767.37	\$ 22,270,427.53
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
General Serial Bonds	C-9	\$ 9,891,000.00	\$ 10,711,000.00
Bond Anticipation Notes	C-10	5,064,060.00	5,008,000.00
Reserve for Encumbrances	C-4	482,938.50	1,218,964.21
Improvement Authorizations:			
Funded	C-8	14.56	14.56
Unfunded	C-8	814,089.02	996,682.20
Capital Improvement Fund	C-7	7,500.00	2,500.00
Capital Lease Payable	C-9	2,162,000.00	2,428,000.00
Reserve for Purchases under Capital Lease	C-4	-	-
Reserve for Payment of Debt Service	C-4	238,616.92	293,938.88
Due To Current Fund	A	-	56,176.83
Due To Sewer Utility Capital Fund	C-12	-	1,554,602.48
Fund Balance	C-1	548.37	548.37
TOTAL LIABILITIES, RESERVES AND FUND BALANCE		\$ 18,660,767.37	\$ 22,270,427.53

There were bonds and notes authorized but not issued on December 31, 2016 of \$627,136 and on December 31, 2015 was \$722,136.

The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
STATEMENT OF FUND BALANCE
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

Balance December 31, 2015 and 2016	<u>\$ 548.37</u>
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The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
SEWER UTILITY FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

<u>ASSETS</u>	<u>Ref.</u>	<u>2016</u>	<u>2015</u>
Operating Fund:			
Cash	D-5	\$ 29,204.40	\$ 28,422.29
Receivable with Full Reserves:			
Consumer Accounts Receivable	D-8	3,287.87	3,612.09
Deferred Charges:			
Overexpenditure of Appropriation Reserves	D-10	-	2,712.17
Overexpenditure of Appropriations	D	-	100.00
Total Sewer Operating Fund		32,492.27	34,846.55
Capital Fund:			
Cash	D-6	1,623,665.47	69,062.99
Fixed Capital Authorized and Completed	D-15	75,000.00	75,000.00
Due From General Capital Fund	C	-	1,554,602.48
Total Sewer Capital Fund		1,698,665.47	1,698,665.47
Assessment Trust Fund:			
Due From Current Fund	A	113,820.17	100,778.26
Assessments Receivable	D-9	101,115.68	129,157.59
Total Sewer Assessment Trust Fund		214,935.85	229,935.85
Total Sewer Utility Fund		\$ 1,946,093.59	\$ 1,963,447.87
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Operating Fund:			
Appropriation Reserves	D-4	\$ 7,367.12	\$ 11,822.32
Reserve for Encumbrances	D-4	1,907.73	13,315.50
Accrued Interest on Bonds and Notes	D-11	2,031.25	1,987.50
Total Reserves and Liabilities		11,306.10	27,125.32
Reserve for Receivables	D	3,287.87	3,612.09
Fund Balance	D-1	17,898.30	4,109.14
Total Sewer Operating Fund		32,492.27	34,846.55
Capital Fund:			
Improvement Authorizations - Funded	D-14	1,614,602.48	1,614,602.48
Improvement Authorizations - Unfunded	D-14	9,062.99	9,062.99
Bond Anticipation Notes Payable	D-13	75,000.00	75,000.00
Total Sewer Capital Fund		1,698,665.47	1,698,665.47
Assessment Trust Fund:			
Sewer Assessment Bonds Payable	D-12	180,000.00	195,000.00
Fund Balance	D-2	34,935.85	34,935.85
Total Sewer Assessment Trust Fund		214,935.85	229,935.85
Total Sewer Utility Fund		\$ 1,946,093.59	\$ 1,963,447.87

There were bonds and notes authorized but not issued at December 31, 2016 and 2015 amounting to \$0.00 and \$0.00 respectively.

TOWNSHIP OF MANSFIELD
SEWER UTILITY FUND
STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

	Year 2016	Year 2015
<u>REVENUES AND OTHER INCOME REALIZED</u>		
Fund Balance Utilized	\$ -	\$ 6,706.00
Rents	45,245.80	41,551.97
Non-Budget Revenue	-	734.23
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	9,275.39	-
	<hr/>	<hr/>
Total Income	54,521.19	48,992.20
	<hr/>	<hr/>
<u>EXPENDITURES</u>		
Operating	30,087.83	36,808.06
Debt Service	7,832.03	8,075.20
Deferred Charges and Statutory Expenditures	2,812.17	2,772.94
	<hr/>	<hr/>
Total Expenditures	40,732.03	47,656.20
	<hr/>	<hr/>
Excess (Deficit) In Revenue	13,789.16	1,336.00
Statutory Excess to Fund Balance	13,789.16	1,336.00
Fund Balance - January 1	4,109.14	9,479.14
	<hr/>	<hr/>
	17,898.30	10,815.14
Decreased By:		
Utilization as Anticipated Revenue	-	6,706.00
	<hr/>	<hr/>
Fund Balance - December 31	\$ 17,898.30	\$ 4,109.14
	<hr/> <hr/>	<hr/> <hr/>

The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
SEWER UTILITY FUND
STATEMENT OF ASSESSMENT TRUST SURPLUS - SEWER UTILITY
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

Balance - December 31, 2016 and 2015	<u>\$ 34,935.85</u>
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The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
SEWER UTILITY OPERATING FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

	Anticipated Budget	Realized	Excess Or (Deficit)
Sewer Rents	41,000.00	45,245.80	4,245.80
TOTAL REVENUES	\$ 41,000.00	\$ 45,245.80	\$ 4,245.80

The accompanying notes are an integral part of this statement.

TOWNSHIP OF MANSFIELD
SEWER UTILITY OPERATING FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

	APPROPRIATIONS		EXPENDED				
	Budget	Budget After Modification	Paid Or Charged	Encumbrances	Reserved	Balance Canceled	Overexpended
Operating							
Other Expenses	\$ 30,087.83	\$ 30,087.83	\$ 20,812.98	\$ 1,907.73	\$ 7,367.12	\$ -	-
	30,087.83	30,087.83	20,812.98	1,907.73	7,367.12	-	-
Debt Service:							
Interest on Bonds	7,500.00	7,500.00	7,425.00	-	-	75.00	-
Interest on Notes	600.00	600.00	407.03	-	-	192.97	-
Total Debt Service	8,100.00	8,100.00	7,832.03	-	-	267.97	-
Deferred Charges & Statutory Expenditures:							
Deferred Charges:							
Overexpenditure of Appropriations	2,812.17	2,812.17	2,812.17	-	-	-	-
	2,812.17	2,812.17	2,812.17	-	-	-	-
Total Budget	\$ 41,000.00	\$ 41,000.00	\$ 31,457.18	\$ 1,907.73	\$ 7,367.12	\$ 267.97	\$ -
Budget	<u>\$ 41,000.00</u>						
<u>Analysis of Paid or Charged</u>							
Deferred Charges	2,812.17						
Interest on Bonds and Notes	7,832.03						
Cash Disbursed	20,812.98						
	<u>\$ 31,457.18</u>						

The accompanying notes are an integral part of this statement.

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TOWNSHIP OF MANSFIELD
PUBLIC ASSISTANCE FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

	<u>Ref.</u>	<u>2016</u>	<u>2015</u>
<u>ASSETS</u>			
Cash	E-1	\$ 4,177.74	\$ 4,182.74
		<u>\$ 4,177.74</u>	<u>\$ 4,182.74</u>
 <u>LIABILITIES AND RESERVES</u>			
Reserve for Public Assistance		\$ 4,177.74	\$ 4,182.74
		<u>\$ 4,177.74</u>	<u>\$ 4,182.74</u>

The accompanying notes are an integral part of this statement.

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TOWNSHIP OF MANSFIELD
 GENERAL FIXED ASSETS ACCOUNT GROUP
 STATEMENTS OF GENERAL FIXED ASSETS - REGULATORY BASIS
 FOR THE YEAR ENDED DECEMBER 31, 2016 AND 2015

	2016	2015
General Fixed Assets:		
Land and Building	18,053,315.00	19,238,163.83
Equipment and Vehicles	4,823,315.00	5,035,447.00
Total General Fixed Assets	<u>\$ 22,876,630.00</u>	<u>\$ 24,273,610.83</u>
 Total Investment in General Fixed Assets	 <u>\$ 22,876,630.00</u>	 <u>\$ 24,273,610.83</u>

The accompanying notes are an integral part of this statement.

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**TOWNSHIP OF MANSFIELD
COUNTY OF BURLINGTON, NEW JERSEY**

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016**

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TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

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

Component Units

The Township of Mansfield had no component units as defined by Governmental Accounting Standards Board Statement No. 14, as amended by GASB Statements No. 39 and 61

B. Description of Funds

The accounting policies of the Township of Mansfield 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 respect to public funds. Under this method of accounting, the Township of Mansfield accounts for its financial transactions through the following separate funds. This fund structure is not intended to present financial information in accordance with generally accepted accounting principles (GAAP).

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

Trust Fund - 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 capital facilities, other than those acquired in the current fund. This fund is also used to account for current fund debt authorized.

Payroll Fund - Receipts and disbursement of funds to cover salary and wage expense and related payroll deductions and payroll taxes.

Sewer Utility Operating, Assessment and Capital Funds - Account for the operations and acquisition of capital facilities of the municipally owned Sewer Utility.

General Fixed Assets Account Group - 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.

GAAP requires the use of governmental fund types, proprietary fund types, and fiduciary fund types and capital assets are reported in government-wide financial statements.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Basis of Accounting

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

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

Under GAAP however, governmental fund-based financial statements are based on the modified accrual accounting basis and the flow of current financial resources. Government-wide financial statements are based on the accrual basis of accounting and on a flow of all economic resources.

Revenues - Revenues are recorded when 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 Township budget. Receivables for property taxes are recorded with offsetting reserves on the balance sheet of the Township's current fund; accordingly, such amounts are not recorded as revenue until collected. Other amounts that are due the Township, which are susceptible to accrual are also recorded as receivables with offsetting reserves and recorded as revenue when received.

Revenues are recognized under GAAP when they become both measurable and available.

Expenditures - Expenditures are recorded on the "budgetary" basis of accounting. Generally expenditures are recorded when an amount is encumbered for goods or services through the issuances 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 and constitute part of the Township's statutory appropriation reserve balance. Appropriation reserves covering unexpended appropriation balances are automatically created at December 31 of each year and recorded as liabilities, except for amounts that 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 and utility bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis, whereas interest on utility indebtedness is on the accrual basis.

Expenditures are recognized under GAAP in the accounting period in which the fund liability is incurred, except for principal and interest on general long-term debt which are recorded when due.

School Taxes - The municipality is responsible for levying, collecting and remitting school taxes for the local school district and the regional school district. Expenditures are recorded for the full amount paid to the school districts from January 1 to December 31.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

County Taxes - The municipality is responsible for levying, collecting and remitting county taxes for the County of Burlington. Expenditures are recorded for the amount due the County for the year, based upon the ratables required to be certified to the County Board of Taxation by January 10 of the current year. In addition, operations is charged for the County share of added and Omitted Taxes certified to the County Board of Taxation by October 10 of the current year and due to be paid to the County by February 15 of the following year.

Foreclosed Property - Foreclosed property is recorded in the current fund at the assessed valuation when such property was acquired and is fully reserved. GAAP requires such property to be recorded in the General Fixed Asset Account Group at the lower of cost or fair market value.

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. GAAP does not require the establishment of offsetting reserves by charges to operations for Current Fund interfunds receivable. Revenues would not be recognized in the year of liquidation.

Inventories of Supplies - The costs of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets. GAAP requires current fund inventories on hand at the close of the year to be reported on the balance sheet and offset by a fund balance reserve.

Deferred Charges - The recognition of certain expenditures is deferred to future periods. These expenditures, or deferred charges, are generally overexpenditures of legally adopted budget appropriations or emergency appropriations made in accordance with N.J.S.A. 40A:4-46 et al. Deferred charges are subsequently raised as items of appropriation in budgets of succeeding years. GAAP does not recognize deferred charges for amounts expended in excess of budgeted or for emergency appropriations.

Appropriation Reserves - Appropriation reserves covering unexpended appropriation balances are automatically created at year-end and recorded as liabilities, except for amounts that 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. GAAP does not provide for the reservation of unexpended budget appropriations.

Reserve for Uncollected Taxes - The Reserve for Uncollected Taxes is a non-spending budget appropriation. The amount is calculated based on the percentage of taxes collected in the preceding year. The inclusion of the Reserve for Uncollected Taxes in the amount to be raised by taxes assures the Township, based on its prior year collection percentage, it will collect enough taxes to pay its current year obligations. A Reserve for Uncollected Taxes is not provided under GAAP.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

General Fixed Assets - Property and equipment purchased by the current and the general capital funds are recorded as expenditures at the time of purchase and are not capitalized.

The Township has developed a fixed assets accounting system in accordance with Technical Accounting Directive No. 85-2, "Accounting for Governmental Fixed Assets", as promulgated by the Division of Local Government Services, which differs in certain respects from generally accepted accounting principles.

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. A complete inventory of equipment was prepared and valued at estimated historical cost during 2015. No depreciation has been provided for in the financial statements.

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

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

Budgets and Budgetary Accounting - In accordance with N.J.S.A. 40A:4-5 et al the Township must adopt an annual budget. N.J.S.A. 40A:4-5 requires the governing body to introduce and approve the annual municipal budget no later than February 10 of each year. At introduction, the governing body shall fix the time and place for a public hearing on the budget and must advertise the time and place at least ten days prior to the hearing in a newspaper published and circulating in the municipality. The public hearing must not be held less than twenty-eight days after the date the budget was introduced. After the hearing has been held, the governing body may, by majority vote, adopt the budget or may amend the budget in accordance with N.J.S.A. 40A:4-9.

An extension of the statutory dates for introduction, approval and adoption of the municipal budget may be granted by the Director of the Division of Local Government Services, with the permission of the Local Finance Board.

Budgets are adopted on the same basis of accounting utilized for the preparation of the Township's financial statements.

Property Taxes

Assessment of Tax: New Jersey statutes require that taxable valuation of real property be prepared by the Tax Assessor as of October 1 in each year and filed with the County Board of Taxation by January 10 of the following year. Upon the filing of certified adopted budgets

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Property Taxes (Continued)

by the Township, Regional and Local School Districts and the County, the tax rate is struck by the Board based on the certified amounts in each of the taxing districts. Pursuant to statute, this process is to be completed on or before May 3, with a completed duplicate of the tax rolls to be delivered to the Tax Collector on or before May 13th.

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

Compensated Absences - Expenditures relating to obligations for unused vested accumulated vacation and sick leave are not recorded until paid. GAAP requires the amount that would normally be liquidated with expendable available financial resources to be recorded as expenditure in the operating funds and the remaining obligations be recorded as a long-term obligation.

Impact of Recently Issued Accounting Principles

Adopted Accounting Pronouncements

For the year ended December 31, 2016, the Borough implemented GASB Statement No. 72, *Fair Value Measurement and Application*. As a result of implementing this statement, the Borough is required to measure certain investments at fair value for financial reporting purposes. In addition, the Borough is required to measure donated capital assets at acquisition value (an entry price); these assets were previously required to be measured at fair value. Statement No. 72 requires disclosures to be made about fair value measurements, the level of fair value hierarchy, and valuation techniques. Implementation of this Statement did not impact the Borough's financial statements.

The Borough implemented GASB Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets that are Not Within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. Implementation of this Statement did not impact the Township's financial statements.

The Borough implemented GASB Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. Implementation of this Statement did not impact the Township's financial statements.

Statement No. 77, *Tax Abatement Disclosures*. This Statement requires governments that enter into tax abatement agreements to disclose information about those agreements. Implementation of this Statement did not impact the Township's financial statements.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Impact of Recently Issued Accounting Principles (Continued)

Adopted Accounting Pronouncements (Continued)

Statement No. 78, *Pensions Provided through Certain Multiple-Employer Defined Benefit Pension Plans*. The objective of this Statement is to address a practice issue regarding the scope and applicability of Statement No. 68, *Accounting and Financial Reporting for Pensions*. Implementation of this Statement did not impact the Township's financial statements.

Statement No. 79, *Certain External Investment Pools and Pool Participants*. This Statement addresses accounting and financial reporting for certain external investment pools and pool participants. Implementation of this Statement did not impact the Township's financial statements.

Recently Issued Accounting Pronouncements

The GASB has issued the following Statements which will become effective in future fiscal years as shown below:

Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*. The objective of this Statement is to improve the usefulness of information about postemployment benefits other than pensions (other postemployment benefits or OPEB) included in the general purpose external financial reports of state and local governmental OPEB plans for making decisions and assessing accountability. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for all postemployment benefits (pensions and OPEB) with regard to providing decision-useful information, supporting assessments of accountability and interperiod equity, and creating additional transparency. This Statement will be effective for the year ended December 31, 2017. Management does not expect this Statement to impact the Township's financial statements.

Statement No. 75, *Accounting and Financial Reporting for Post-employment Benefits Other than Pensions*. This Statement replaces the requirements of Statement No. 45, *Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions*, as amended, and No. 57, *OPEB Measurements by Agency Employers and Agent Multi-Employer Plans*, for OPEB Statement No. 74, *Financial Reporting for Post-employment Benefit Plans Other Than Pension Plans*, establishes new accounting and financial reporting requirements for OPEB Plans. This Statement will be effective for the year ended December 31, 2018. Management has not yet determined the potential impact on the Township's financial statements.

Statement No. 80, *Blending Requirements for Certain Component Units - an amendment of GASB Statement No. 14*. The objective of this Statement is to improve financial reporting by clarifying the financial statement presentation requirements for certain component units. This Statement amends the blending requirements established in paragraph 53 of Statement No. 14, *The Financial Reporting Entity, as amended*. This Statement will be effective for the year ended December 31, 2017. Management does not expect this Statement to impact the Township's financial statements.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Impact of Recently Issued Accounting Principles (Continued)

Statement No. 81, *Irrevocable Split-Interest Agreements*. The objective of this Statement is to improve accounting and financial reporting for irrevocable split-interest agreements by providing recognition and measurement guidance for situations in which a government is a beneficiary of the agreement. This Statement will be effective for the year ended December 31, 2017. Management does not expect this Statement to impact the Township's financial statements.

Statement No. 82, *Pension Issues – an amendment of GASB Statements No. 67, 68 and No. 73*. The objective of this Statement is to address certain issues that have been raised with respect to Statements No. 67, *Financial Reporting for Pension Plans*, No. 68, *Accounting and Financial Reporting for Pensions*, and No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. This Statement will be effective for the year ended December 31, 2017. Management has not yet determined the potential impact on the Township's financial statements.

Statement No. 83, *Certain Asset Retirement Obligations*. This Statement addresses accounting and financial reporting requirements for certain asset retirement obligations and establishes the timing and pattern of recognition of a liability and corresponding deferred outflow of resources. This Statement will be effective for the year ended December 31, 2019. Management does not expect this Statement to impact the Township's financial statements.

Statement No. 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement will be effective for the year ended December 31, 2019. Management does not expect this Statement to impact the Township's financial statements.

Statement No. 85, *Omnibus 2017*. The objective of this Statement is to address practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits (pensions and other postemployment benefits [OPEB]). This Statement will be effective for the year ended December 31, 2018. Management has not yet determined the potential impact on the Township's financial statements.

Subsequent Events - The Township of Mansfield has evaluated subsequent events occurring after December 31, 2016 through the date of May 4, 2017, which is the date the financial statements were available to be issued.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 2: CASH AND INVESTMENTS

The Township is governed by the deposit and investment limitations of New Jersey state law. The cash and cash equivalents held at December 31, 2016 and reported at fair value are as follows:

<u>Type</u>	<u>Carrying Value</u>
Deposits:	
Demand Deposits	\$ 10,582,755

Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a bank failure, the Township's deposits may not be returned. Although the Township does not have a formal policy regarding custodial credit risk, NJSA 17:9-41 et seq. requires that the governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA is a supplemental insurance program set forth by the New Jersey Legislature to protect the deposits of local governmental agencies. The program is administered by the Commissioner of the New Jersey Department of Banking and Insurance. Under the Act, the first \$250,000 of governmental deposits in each insured depository is protected by FDIC. Public funds owned by the Township 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 Township relative to the happening of a future condition. Such funds are shown as Uninsured and Uncollateralized in the schedule below. As of December 31, 2016, the Township's bank balance of \$10,626,835 was insured or collateralized as follows:

Insured	\$ 250,000
Uninsured and uncollateralized	1,716,805
Collateralized in the Township's Name Under GUDPA	<u>8,660,030</u>
Total	<u>\$10,626,835</u>

Investments - New Jersey Statutes establish the following securities as eligible for the investment of the Township of Mansfield's funds:

1. Bonds or other obligations of the United States or obligations guaranteed by the United States.
2. Government money market mutual funds.
3. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or other external factor.
4. Bonds or other obligations of the local unit or school districts of which the local unit is a part.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 2: CASH AND INVESTMENTS (Continued)

Custodial Credit Risk (Continued)

5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by local units.
6. Local government investment pools.
7. Deposits with the State of New Jersey Cash Management Fund.
8. Agreements for the repurchase of fully collateralized securities, subject to conditions.

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Township does not have a formal investment policy that limits investment maturities as a means of managing its exposure.

Credit Risk: Credit risk is the risk that an issuer or other counter-party to an investment will not fulfill its obligations. The Township has no policy on credit risk

Concentration of Credit Risk: The Township places no limit on the amount that may be invested in any one issuer.

As of December 31, 2016, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturity</u>	<u>Rating</u>	<u>Fair Value</u>
Certificates of Deposits	various	N/A	<u>\$2,612,043</u>
Total			<u>\$2,612,043</u>

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION

Summary of Municipal Debt

	<u>Year 2016</u>	<u>Year 2015</u>	<u>Year 2014</u>
<u>Issued:</u>			
General:			
Bonds and Notes	\$ 14,955,060	\$ 15,719,000	\$ 15,539,000
Sewer Utility:			
Bonds, Notes and Loans	255,000	270,000	210,000
Total Issued	15,210,060	15,989,000	15,749,000
Less:			
General:			
Cash Pledged to pay Bonds and Notes	(263,939)	(293,939)	(30,992)
	14,946,121	15,695,061	15,718,008
 <u>Authorized But Not Issued</u>			
General:			
Bonds and Notes	627,136	722,136	5,529,250
Sewer Utility:			
Bonds and Notes	-	-	15,000
Total Authorized But Not Issued	627,136	722,136	5,544,250
Total Municipal Bonds, Notes and Loans			
Issued and Authorized But Not Issued	<u>\$ 15,573,257</u>	<u>\$ 16,417,197</u>	<u>\$ 21,262,258</u>

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition which follows is presented in accordance with the required method of setting up the annual debt statement and indicates a statutory net debt of 1.318%.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION (Continued)

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net debt</u>
Local School District Debt	\$ 4,677,888	\$ 4,677,888	\$ -
Regional School District Debt	6,139,672	6,139,672	-
Sewer Utility Debt	255,000	255,000	-
General Debt	15,582,196	263,939	15,318,257
	<u> </u>	<u> </u>	<u> </u>
Totals	<u>\$ 26,654,755</u>	<u>\$ 11,336,498</u>	<u>\$ 15,318,257</u>

Net Debt is \$15,318,257 divided by equalized valuation basis per N.J.S.A. 40A:2-2 as amended, \$1,162,289,708 = 1.318%.

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

3-1/2% of Equalized Valuation Basis (\$1,162,289,708)	\$ 40,680,140
Municipal Net Debt	<u>15,318,257</u>
	<u> </u>
Remaining Borrowing Power	<u>\$ 25,361,883</u>

Calculation of Self Liquidating Purpose, Sewer Utility Per N.J.S.A 40A:2-45

Cash Receipts for Fees, Rents or Other Charges for the Year	\$ 45,246
Deductions:	
Operating and Maintenance Costs	30,088
Debt Service Per Sewer Operating Fund	<u>7,832</u>
	<u>37,920</u>
Excess in Revenue	<u>\$ 7,326</u>

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION (Continued)

During the fiscal year ended December 31, 2016 the following changes occurred in General Capital debt:

	December 31, 2015	Accrued/ Increases	Retired/ Decreases	December 31, 2015	Due Within One Year
General Serial Bonds	\$ 10,711,000	\$ -	\$ (820,000)	\$ 9,891,000	\$ 1,420,000
Bond Anticipation Notes	5,008,000	5,064,060	(5,008,000)	5,064,060	5,064,060
Capital Lease Payable - BCBC	2,428,000	-	(266,000)	2,162,000	274,000
Net Pension Liability - PERS	2,520,991	928,240		3,449,231	-
Net Pension Liability - PFRS	4,889,697	852,172		5,741,869	-
Authorized but Not Issued	722,136	95,000	(190,000)	627,136	-
Total	\$ 26,279,824	\$ 6,939,472	\$ (6,284,000)	\$ 26,935,296	\$ 6,758,060

Notes mature November 2, 2016 @ 0.95%

During the fiscal year ended December 31, 2016 the following changes occurred in Utility Capital debt:

	December 31, 2015	Accrued/ Increases	Retired/ Decreases	December 31, 2016	Due Within One Year
General Obligation Bonds	\$ 195,000	\$ -	\$ (15,000)	\$ 180,000	\$ 15,000
Bond Anticipation Notes	75,000	75,000	(75,000)	75,000	75,000
Total	\$ 270,000	\$ 75,000	\$ (90,000)	\$ 255,000	\$ 90,000

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

Calender Year	General		Sewer Assessment		Total
	Principal	Interest	Principal	Interest	
2017	835,000	392,970	15,000	6,975	1,249,945
2018	850,000	367,770	15,000	6,525	1,239,295
2019	865,000	341,457	15,000	6,038	1,227,495
2020	900,000	312,894	15,000	5,476	1,233,370
2021	925,000	287,620	15,000	4,876	1,232,496
2022-2026	4,620,000	782,826	75,000	13,351	5,491,177
2027-2028	896,000	41,580	30,000	1,350	968,930
	\$ 9,891,000	\$ 2,527,117	\$ 180,000	\$ 44,591	\$ 12,642,708

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION (Continued)

Defeasance of Debt

On November 18, 2014, the Township issued \$5,610,000 General Obligation Refunding Bonds-Series 2014 (the "Bonds") with interest rates ranging from 2.00% to 5.00% to refund the \$5,890,000 of the remaining balance of the 2006 Series A and Series B bonds with interest rates ranging from 4.00% to 4.15% by placing a portion of the Bonds in an irrevocable trust with an escrow agent to provide for debt service payments on the refunded portion of the 2006 bonds. The refunding met the requirement of an in-substance debt defeasance and the \$5,890,000 refunded portion of the 2006 liability is removed from the financial statements. As a result of the refunding, the Township reduced its total debt service requirements by \$345,299.31, which resulted in an economic gain (difference between the present value of the debt service payments on the old and new debt) of \$306,234.28.

Note 4: BURLINGTON COUNTY BRIDGE COMMISSION LEASE

The Township entered into a \$5,530,767 Capital Lease Agreement with the Burlington County Bridge Commission dated May 15, 2003. The proceeds of this lease are held in the name of the Burlington County Bridge Commission on behalf of Mansfield Township and are reflected on Exhibit C of this report, as cash held by fiscal agents. The lease proceeds will be used for farmland preservation, road improvements, and acquisition of a sanitation vehicle. The unexpended proceeds are reflected on Exhibit C of the report as Reserve for Purchases Under Capital Lease.

The following is a schedule of the future minimum lease payments under this capital lease, and the present value of net minimum lease payments as of December 31, 2016:

	2017	367,770
	2018	370,550
	2019	370,150
	2020	366,310
	2021	371,150
	2022-2023	<u>733,600</u>
Total Minimum Lease Payments		2,579,530
Less: Amount Representing Interest		<u>417,530</u>
Present Value of Net Minimum Lease Payments		<u><u>2,162,000</u></u>

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note: 5: PROPERTY TAXES

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

Comparison of Tax Rate Information

	2016	2015	2014
Total Tax Rate	<u>\$3.118</u>	<u>\$3.086</u>	<u>\$2.856</u>
Apportionment of Tax Rate:			
Municipal	0.471	0.465	0.441
County	0.498	0.491	0.454
Local School	1.110	1.118	1.098
Regional High School	1.039	1.012	0.965

Net Valuation Taxable:

2016	<u>\$ 984,624,884</u>	
2015	<u>\$ 953,750,426</u>	
2014		<u>\$ 951,355,510</u>

Comparison of Tax Levies and Collection Currently

YEAR	TAX LEVY	CASH COLLECTIONS	PERCENTAGE OF COLLECTION
2016	\$ 30,822,594	\$ 30,416,080	98.68%
2015	29,506,620	29,231,417	99.07%
2014	28,268,677	27,892,381	98.67%

Delinquent Taxes and Tax Title Liens

YEAR ENDED DECEMBER 31	AMOUNT OF TAX TITLE LIENS	AMOUNT OF DELINQUENT TAXES	TOTAL DELINQUENT	PERCENTAGE OF TAX LEVY
2016	\$ 125,199	\$ 326,473	\$ 451,672	1.47%
2015	154,491	224,553	379,044	1.28%
2013	119,637	286,022	405,659	1.44%

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 6: PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

The value of property acquired by liquidation of tax title liens on December 31, on the basis of the last assessed valuation of such properties, for the current and previous two years was as follows:

Year	Amount
2016	\$ 157,588
2015	94,100
2014	94,100

Note 7: SEWER UTILITY LEVIES

The following is a three-year comparison of certain statistical information relative to Sewer utility levy and collections for the current and previous two years.

Year	Beginning Balances		Levy	Total	Cash Collections (1)
	Rents	Liens			
2016	\$ 3,612	\$ -	\$ 44,922	\$ 48,534	\$ 45,246
2015	2,900	-	42,264	45,164	41,552
2014	2,020	-	40,890	42,910	41,469
2013	3,304	-	40,890	44,194	42,174
2012	4,044	-	37,622	41,666	38,379

(1) Includes amounts received on prior year balances.

Note 8: FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance 12/31/15	Increase	Decrease	Balance 12/31/16
Land and Buildings	\$ 19,238,164	\$ -	\$ 1,184,849	\$ 18,053,315
Equipment and Vehicles	5,035,447	285,679	497,811	4,823,315
Totals	\$ 24,273,611	\$ 285,679	\$ 1,682,660	\$ 22,876,630

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 9: SCHOOL TAXES

Local district school taxes and regional high school taxes have been raised and liabilities deferred by statute, resulting in the school taxes payable set forth in the current fund liabilities as follows:

	<u>Local District</u> <u>School Tax</u>		<u>Regional High</u> <u>School Tax</u>	
	Balance Dec. 31, 2016	Balance Dec. 31, 2015	Balance Dec. 31, 2016	Balance Dec. 31, 2015
Balance of Tax	\$ 5,462,177	\$ 5,815,795	\$ 5,382,101	\$ 5,105,419
Deferred	2,885,700	2,885,700	681,483	681,483
Tax Payable	<u>\$ 2,576,477</u>	<u>\$ 2,930,095</u>	<u>\$ 4,700,618</u>	<u>\$ 4,423,936</u>

Note 10: FUND BALANCE APPROPRIATED

Fund balance at December 31, 2016 has been appropriated and included as anticipated revenue for the year ended December 31, 2017 was as follows:

	YEAR	BALANCE DECEMBER 31,	UTILIZED IN BUDGET OF SUCCEEDING YEAR	PERCENTAGE OF FUND BALANCE USED
CURRENT FUND:				
	2016	\$ 691,167	\$ 635,000.00	91.87%
	2015	791,864	650,000.00	82.08%
	2014	1,114,994	936,000.00	83.95%
	2013	1,243,814	1,000,000.00	80.40%
	2012	1,516,046	1,230,000.00	81.13%
SEWER OPERATING FUND:				
	2016	\$ 17,898	\$ -	0.00%
	2015	4,109	-	0.00%
	2014	9,479	-	0.00%
	2013	3,574	-	0.00%
	2012	-	-	0.00%

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 11: INTERFUND RECEIVABLES AND PAYABLES

The following interfund balances were recorded on the various balance sheets at December 31, 2016. The remaining balances resulted from the time lag between the dates of occurrence and the date of liquidation.

Fund	Interfunds Receivable	Interfunds Payable
Current Fund	\$ 5,891	\$ 149,270
Other Trust Fund	35,450	5,891
Sewer Utility Assessment Trust Fund	113,820	-
	<u>\$ 155,161</u>	<u>\$ 155,161</u>

Note 12: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS

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

	Balance Dec. 31, 2016	2017 Budget Appropriation	Balance to Succeeding Budgets
Current Fund:			
Special Emergency Authorization - Revaluation	\$ 54,000	\$ 54,000	\$ -
Overexpenditure of Appropriation Reserves	1,701	1,701	-
Total	<u>\$ 55,701</u>	<u>\$ 55,701</u>	<u>\$ -</u>

The appropriations in the 2017 budget are not less than that required by statute.

Note 13: PENSION OBLIGATIONS

A. Public Employees' Retirement System (PERS)

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

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

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

The following represents the membership tiers for PERS:

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

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

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

Contributions - The contribution policy for PERS is set by *N.J.S.A. 43:15A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount, which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid. For the fiscal year 2016, the State's pension contribution was less than the actuarial determined amount. The local employers' contribution amounts are based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets.

Components of Net Pension Liability - At December 31, 2016, the Municipality reported a liability of \$3,449,231 for its proportionate share of the PERS net pension liability. The net pension liability was measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2015, which was rolled forward to June 30, 2016. The Municipality's proportion of the net pension liability was based on the Municipality's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2016. The Municipality's proportion measured as of June 30, 2016, was .0116% which was an increase of .0004% from its proportion measured as of June 30, 2015.

Collective Balances at December 31, 2016 & December 31, 2015

	<u>12/31/16</u>	<u>12/31/15</u>
Actuarial Valuation Date (including roll Forward)	June 30, 2016	June 30, 2015
Deferred Outflows of Resources	1,091,784.00	477,853.00
Deferred Inflows of Resources	343,105.00	475,870.00
Net Pension Liability	3,449,231.00	2,520,991.00
Municipality's Portion of the Plan's Total		
Net Pension Liability	0.01165%	0.01123%

Pension Expense and Deferred Outflows/Inflows of Resources - At December 31, 2016, the Municipality reported deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience	\$ 64,145.00	\$ -
Changes of Assumptions	714,496.00	-
Net Difference between Projected and Actual Earnings on Pension Plan Investments	131,522.00	-
Changes in Proportion and Differences between Municipality Contributions and Proportionate Share of Contributions	<u>181,621.00</u>	<u>343,105.00</u>
	<u><u>\$ 1,091,784.00</u></u>	<u><u>\$ 343,105.00</u></u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to the pension expense as follows:

Year Ending <u>Dec 31,</u>	<u>PERS</u>
2017	\$ 157,589.00
2018	157,588.00
2019	196,558.00
2020	165,589.00
2021	<u>71,355.00</u>
	<u><u>\$ 748,679.00</u></u>

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

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

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

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

PERS

Inflation	3.08%
Salary Increases:	
Through 2026	1.65% - 4.15% Based on Age
Thereafter	2.65% - 5.15% Based on Age
Investment Rate of Return	7.65%
Mortality Rate Table	RP-2000
Period of Actuarial Experience	
Study upon which Actuarial	
Assumptions were Based	July 1, 2011 - June 30, 2014

Pre-retirement mortality rates were based on the RP-2000 Employee Preretirement Mortality Table for male and female active participants. For State employees, mortality tables are set back 4 years for males and females. For local employees, mortality tables are set back 2 years for males and 7 years for females.

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

The actuarial assumptions used in the July 1, 2015 valuation were based on the results of an actuarial experience study for the period July 1, 2011 to June 30, 2014. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

Long-Term Expected Rate of Return - In accordance with State statute, the long-term expected rate of return on plan investments (7.65% at June 30, 2016) 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

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2016 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	5.00%	0.87%
U.S. Treasuries	1.50%	1.74%
Investment grade credit	8.00%	1.79%
Mortgages	2.00%	1.67%
High Yield Bonds	2.00%	4.56%
Inflation-Indexed Bonds	1.50%	3.44%
Broad U.S. Equities	26.00%	8.53%
Developed Foreign Equities	13.25%	6.83%
Emerging Market Equities	6.50%	9.95%
Private Equity	9.00%	12.40%
Hedge Funds/Absolute Return	12.50%	4.68%
Real Estate (Property)	2.00%	6.91%
Commodities	0.50%	5.45%
Global debt ex U.S.	5.00%	-0.25%
REIT	5.25%	5.63%
	<u>100.00%</u>	

Discount Rate - The discount rate used to measure the total pension liability was 3.98% as of June 30, 2016. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.65%, and a municipal bond rate of 2.85% as of June 30, 2016 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 30% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2034. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2034 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

Sensitivity of the Municipality's proportionate share of the Net Pension Liability to Changes in the Discount Rate - The following presents the Municipality's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the Municipality's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.98%) or 1-percentage-point higher (4.98%) than the current rate:

	<u>(2.98%)</u>	<u>(3.98%)</u>	<u>(4.98%)</u>
Municipality's proportionate share of the			
Net Pension Liability and the State's			
Proportionate Share of the Net Pension			
Liability associated with the Municipality	\$ 4,226,630.00	\$ 3,449,231.00	\$ 2,807,421.00

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

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

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

The following represents the membership tiers for PFRS:

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

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

Basis of Presentation - The schedules of employer allocations and the schedules of pension amounts by employer (collectively, the Schedules) present amounts that are considered elements of the financial statements of PFRS or its participating employers. Accordingly, they do not purport to be a complete

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

presentation of the financial position or changes in financial position of PFRS or the participating employers. The accompanying Schedules were prepared in accordance with U.S. generally accepted accounting principles. Such preparation requires management of PFRS to make a number of estimates and assumptions relating to the reported amounts. Due to the inherent nature of these estimates, actual results could differ from those estimates.

Contributions - The contribution policy for PFRS is set by *N.J.S.A. 43:16A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. For fiscal year 2016, the State contributed an amount less than the actuarially determined amount. The Local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. Municipality contributions to PFRS amounted to \$238,621 for 2016.

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

Net Pension Liability and Pension Expense - At December 31, 2016, the Municipality's proportionate share of the PFRS net pension liability is valued to be \$5,741,869. The net pension liability was measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2015, to the measurement date of June 30, 2016. The Municipality's proportion of the net pension liability was based on the Municipality's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2016. The Municipality's proportion measured as of June 30, 2016, was .0300%, which was an increase of .00070% from its proportion measured as of June 30, 2015.

	<u>12/31/16</u>	<u>12/31/15</u>
Actuarial Valuation Date (including roll Forward)	June 30, 2016	June 30, 2015
Deferred Outflows of Resources	1,305,405.00	938,027.00
Deferred Inflows of Resources	37,639.00	127,276.00
Net Pension Liability	5,741,869.00	4,889,697.00
Municipality's Portion of the Plan's Total		
Net Pension Liability	0.03005%	0.02936%

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

Pension Expense and Deferred Outflows/Inflows of Resources - At December 31, 2016, the Municipality had deferred outflows of resources and deferred inflows of resources related to PFRS from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience	\$ -	\$ 37,639.00
Changes of Assumptions	795,296.00	-
Net Difference between Projected and Actual Earnings on Pension Plan Investments	402,321.00	-
Changes in Proportion and Differences between Municipality Contributions and Proportionate Share of Contributions	<u>107,788.00</u>	<u>-</u>
	<u><u>\$ 1,305,405.00</u></u>	<u><u>\$ 37,639.00</u></u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pension expense as follows:

<u>Year Ending Dec 31,</u>	<u>PFRS</u>
2017	\$ 299,851.00
2018	299,851.00
2019	393,725.00
2020	238,553.00
2021	<u>35,786.00</u>
	<u><u>\$ 1,267,766.00</u></u>

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

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

Special Funding Situation – Under N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. The legislation which legally obligates the state is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a non-employer contributing entity. Since

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

the local participating employers do not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability to report in the financial statements of the local participating employers related to this legislation.

Additionally, the State's proportionate share of the net pension liability attributable to the Municipality is \$909,475.00 as of December 31, 2016. The net pension liability was measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2015, to the measurement date of June 30, 2016. The State's proportion of the net pension liability associated with the Municipality was based on a projection of the Municipality's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. The State's proportion measured as of June 30, 2016 was .05670%, which was an increase of .00095% from its proportion measured as of June 30, 2015, which is the same proportion as the Municipality's.

Municipality's Proportionate Share of the Net Pension Liability	\$ 5,741,869.00
State's Proportionate Share of the Net Pension Liability Associated with the Municipality	<u>482,175.00</u>
Total Net Pension Liability	<u><u>\$ 6,224,044.00</u></u>

For the year ended December 31, 2016, the Municipality's total allocated pension expense was \$640,233.

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

<u>PFRS</u>	
Inflation	3.08%
Salary Increases:	
Through 2026	2.10% - 8.98% Based on Age
Thereafter	3.10% - 9.98% Based on Age
Investment Rate of Return	7.65%
Mortality Rate Table	RP-2000
Period of Actuarial Experience	
Study upon which Actuarial	
Assumptions were Based	July 1, 2010 - June 30, 2013

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

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

The actuarial assumptions used in the July 1, 2015 valuation were based on the results of an actuarial experience study for the period July 1, 2010 to June 30, 2013.

Long-Term Expected Rate of Return - In accordance with State statute, the long-term expected rate of return on plan investments (7.65% at June 30, 2016) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2016 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	5.00%	0.87%
U.S. Treasuries	1.50%	1.74%
Investment grade credit	8.00%	1.79%
Mortgages	2.00%	1.67%
High Yield Bonds	2.00%	4.56%
Inflation-Indexed Bonds	1.50%	3.44%
Broad U.S. Equities	26.00%	8.53%
Developed Foreign Equities	13.25%	6.83%
Emerging Market Equities	6.50%	9.95%
Private Equity	9.00%	12.40%
Hedge Funds/Absolute Return	12.50%	4.68%
Real Estate (Property)	2.00%	6.91%
Commodities	0.50%	5.45%
Global debt ex U.S.	5.00%	-0.25%
REIT	5.25%	5.63%
	<u>100.00%</u>	

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 13: PENSION OBLIGATIONS (Continued)

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

Discount Rate - The discount rate used to measure the total pension liability was 5.55% as of June 30, 2016. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.65%, and a municipal bond rate of 2.85% as of June 30, 2016 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 30% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2050. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2050 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the Municipality's proportionate share of the Net Pension Liability to Changes in the Discount Rate - The following presents the Municipality's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the Municipality's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (4.55%) or 1-percentage-point higher (6.55%) than the current rate:

	Decrease (4.55%)	Discount Rate (5.55%)	Increase (6.55%)
Municipality's proportionate share of the Net Pension Liability and the State's Proportionate Share of the Net Pension Liability associated with the Municipality	\$ 7,403,719.00	\$ 5,741,869.00	\$ 4,386,730.24

Note 14: ACCRUED VACATION AND SICK BENEFITS

Members of the Mansfield Township Patrolmen Association earn one-half day per month of sick leave during their first six months of employment, after six months they earn ten days per year. Township employees earn one-half day per month of sick leave after six month of employment, after one full year of employment they earn six days per year. Unused vacation and sick leave may be accumulated and carried forward to the subsequent year. Vacation days carried forward must be used in the next succeeding year or are forfeited. Members of the Mansfield Township Patrolmen Association are paid vacation and sick leave at fifty percent of the value accumulated not to exceed \$15,000 upon retirement. All other employees are reimbursed for any accumulated and unused vacation days (prorated to date of termination) at their daily rate of pay based upon the employee's salary in effect at the time of retirement or termination. Employees are entitled to receive 100% of its value accumulated to a maximum of \$8,500. The estimated liability under this sick leave buyout (including related payroll taxes) is \$112,849 as of December 31, 2016 and \$108,746 at December 31, 2015. The financial statements do not reflect expenditures or liabilities for compensated absences.

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 15: RISK MANAGEMENT

The Township participates in the Tri County Municipal Joint Insurance Fund (JIF) and the Municipal Excess Liability Joint Insurance Fund (MELO), public entity risk pools. Coverage under this joint plan offers worker's compensation and employer's liability, liability other than motor vehicles, property damage other than motor vehicle and motor vehicle. Third party insurance carriers provide excess insurance coverage's and limits for these types of insurance. The Township is assessed for the contribution for these funds and is responsible for any reserve deficiencies. No contingency or provision has been made in these financial statements for possible deficiencies.

New Jersey Unemployment Compensation Insurance - The Township has elected to fund its New Jersey Unemployment Compensation Insurance under the Benefit Reimbursement Method. Under this plan, the Township 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 Township is billed quarterly for amounts due to the State.

The following is a summary of Township contributions, and reimbursements to the State for benefits paid and the ending balance of the Township's unemployment trust fund for the current and previous two years.

<u>Fiscal Year</u> <u>Ending</u>	<u>Township</u> <u>Contributions</u>	<u>Amount</u> <u>Reimbursed</u>	<u>Balance</u>
2016	\$ 28,615	\$ 6,727	\$ 21,888
2015	-	15,187	-
2014	-	15,246	1,571

Note 16: POST EMPLOYMENT HEALTH BENEFITS

The Township of Mansfield provides eligible retired employees with health benefits, which are entirely paid for by the Township.

Plan Description: The Township of Mansfield contributes to the State Health Benefits Program (SHBP), a cost-sharing, multiple-employer defined benefit post-employment healthcare plan administered by the State of New Jersey Division of Pensions and Benefits. SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq., to provide health benefits to State employees, retirees, and their dependents. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursements to retirees and their covered dependents.

The SHBP was extended to employees, retirees and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. The Township of Mansfield authorized participation in the SHBP's post-retirement benefit program through resolution number 2009-3-13 adopted on March 25, 2009. The Township will be maintaining Delta Dental as the dental plan.

The State Health Benefits Commission is the executive body established by statute to be responsible for the operation of the SHBP.

The State of New Jersey Division of Pensions and Benefits issued a publicly available financial report that includes

TOWNSHIP OF MANSFIELD
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Note 16: POST EMPLOYMENT HEALTH BENEFITS (Continued)

financial statements and required supplementary information for the SHBP.

That report may be obtained by writing to: State of New Jersey Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08628-0295 or by visiting their website at www.state.nj.us/treasury/pensions/gasb-43-sept2008.pdf.

Funding Policy: Participating employers are contractually required to contribute, based on the amount of premiums attributable to their retirees. Post-retirement medical benefits under the plan have been funded on a pay-as-you-go basis since 1994. Prior to 1994, medical benefits were funded on an actuarial basis. Contributions to pay for the health premiums of participating retirees in the SHBP are billed to the Township of Mansfield on a monthly basis.

The Township of Mansfield contributions to SHBP for the years ended December 31, 2016, 2015 and 2014 were \$9,016, \$9,830 and \$12,485 respectively, which equaled the required contributions for each year.

Note 17: CONTINGENT LIABILITIES

Litigation

Certain claims have been filed against the Township alleging damages and the outcome of these claims is not presently determinable. The claims are either being handled by the Township's insurance carrier or are not financially material to the financial statements.

Note 18: ACCOUNTS RECEIVABLE

Accounts receivable at December 31, 2016 consisted of intergovernmental grants, taxes, sewer rents and other accounts receivable. All receivables are considered collectible in full due to the stable condition of state programs and the current fiscal year guarantee of federal funds. Accounts receivable as of fiscal year end for the Township's individual major and fiduciary funds, in the aggregate, are as follows:

	Current Fund	State & Federal Grant Fund	Utility Operating Fund	Utility Assessment Fund	Total
State Aid	\$ -	\$ 600,739	\$ -	\$ -	\$ 600,739
Federal Aid	-	-	-	-	-
Taxes	451,673	-	-	-	451,673
Sewer Rents	-	-	3,287	-	3,287
Other	22,582	628,550	-	101,116	752,248
Total	\$ 474,255	\$ 1,229,289	\$ 3,287	\$ 101,116	\$ 1,807,947

Note 19: LENGTH OF SERVICE AWARD PROGRAM ("LOSAP") - UNAUDITED

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

SUPPLEMENTARY EXHIBITS

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CURRENT FUND

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TOWNSHIP OF MANSFIELD
CURRENT FUND
SCHEDULE OF CASH AND INVESTMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

	<u>Current Fund</u>	<u>Federal and State Grants</u>
Balance - December 31, 2015	\$ 8,872,676.50	\$ 126,962.08
<u>INCREASED BY RECEIPTS:</u>		
Tax Collector	30,354,389.33	
State of New Jersey Senior Citizens and Veterans		
Deductions	174,909.17	
Revenue Accounts Receivable	1,781,782.72	
Miscellaneous Revenue Not Anticipated	181,245.81	
Prepaid Taxes	233,099.26	
Interfund - Trust Other Fund	36,381.60	
Interfund - Trust Assessment	13,042.00	
Interfund - General Capital Fund	56,176.83	
Reserve for Road Improvements	5,000.00	
Due to State of New Jersey - ML Fees	875.00	
Reserve for Court Parking	16.00	
Reserve for Tax Sale Premiums	7,000.00	
Reserve for Third Party Liens	88,170.00	
Unappropriated Reserves		65,000.00
Grants Receivable	-	122,842.90
	<u>32,932,087.72</u>	<u>187,842.90</u>
	41,804,764.22	314,804.98
<u>DECREASED BY DISBURSEMENTS:</u>		
Current Appropriations	6,570,638.57	
Appropriation Reserves	158,004.37	
Accounts Payable	1,974.00	
Refund of Tax Overpayments	37,252.93	
Due to State of New Jersey - ML Fees	800.00	
County Taxes	4,902,277.74	
Regional School Tax	9,961,759.99	
Local District School Tax	11,278,457.35	
Interfund - Trust	36,352.00	
Reserve for Tax Appeals	2,793.00	
Reserve for Third Party Liens	88,170.00	
Reserve for Tax Sale Premiums	16,900.00	
Reserve for State Grant Funds	-	96,559.52
	<u>33,055,379.95</u>	<u>96,559.52</u>
Balance - December 31, 2016	<u>\$ 8,749,384.27</u>	<u>\$ 218,245.46</u>

TOWNSHIP OF MANSFIELD
CURRENT FUND
SCHEDULE OF AMOUNT DUE TO/FROM STATE OF NEW JERSEY
FOR SENIOR CITIZENS AND VETERANS DEDUCTIONS
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015 (Due To)		\$	(3,870.87)
<u>Increased By:</u>			
2016 Senior Citizens and Veterans Deductions:			
Per Original Levy	173,500.00		
Allowed By Collector	<u>5,250.00</u>		
	178,750.00		
Less: Disallowed by Collector	<u>1,661.27</u>		
2016 Amount Realized	177,088.73		
Add: 2015 Senior Citizen and Veteran Deductions			
Allowed by Collector	500.00		
Less: 2015 Senior Citizen and Veteran Deductions			
Disallowed by Collector	<u>406.16</u>		
			<u>177,182.57</u>
			173,311.70
<u>Decreased By:</u>			
Cash Received			<u>174,909.17</u>
Balance - December 31, 2016 (Due To)		\$	<u><u>(1,597.47)</u></u>

TOWNSHIP OF MANSFIELD
CURRENT FUND
SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY
FOR THE YEAR ENDED DECEMBER 31, 2016

Year	Balance December 31, 2015	2016 Levy	Added Taxes	Paid By Cash	State Of New Jersey Ch. 20 P.L. 1971	Overpayments Created	Canceled	Transferred To Tax Title Liens	Transferred To Forclosed Property	Balance December 31, 2016
2011	0.96	-	-	-	-	-	-	0.96	-	-
2012	2.01	-	-	-	-	-	-	2.01	-	-
2013	2.93	-	-	-	-	-	-	2.93	-	(0.00)
2014	2.96	-	-	-	-	-	-	2.96	-	(0.00)
2015	224,544.18	-	2,184.89	-	93.84	9,357.43	9,237.28	3.09	-	3,857.58
	224,553.04	-	2,184.89	-	93.84	9,357.43	9,237.28	11.95	-	3,857.58
2016	-	30,822,594.44	-	185,474.82	30,075,569.43	22,052.26	49,780.59	24,529.31	9,587.85	322,615.97
	\$ 224,553.04	\$ 30,822,594.44	\$ 2,184.89	\$ 185,474.82	\$ 30,298,464.14	\$ 177,182.37	\$ 59,017.87	\$ 24,541.26	\$ 9,587.85	\$ 326,473.55

ANALYSIS OF 2016 PROPERTY TAX LEVY

	Tax Yield		Tax Levy
General Purpose Tax	\$ 30,700,684.01	Regional District School Tax (Abstract)	\$ 10,238,442.00
Added Taxes (54-4-3.1 et seq.)	121,910.43	Local District School Tax	10,924,839.00
		County Tax (Abstract)	4,890,526.95
		Due County for Added Taxes	18,365.66
			4,908,892.61
		Local Tax for Municipal Purpose	4,644,059.91
		Add: Additional Tax Levied	106,360.92
			4,750,420.83
			\$ 30,822,594.44

TOWNSHIP OF MANSFIELD
CURRENT FUND
SCHEDULE OF TAX TITLE LIENS
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015		\$	154,490.54
Increased By:			
Transfers From Taxes Receivable	24,529.31		
2015 Tax Sale Interest & Costs	<u>79.61</u>		
			<u>24,608.92</u>
Subtotal			179,099.46
Decreased By:			
Transfers to Foreclosed Property	<u>53,900.22</u>		
			<u>53,900.22</u>
Balance - December 31, 2016		\$	<u><u>125,199.24</u></u>

TOWNSHIP OF MANSFIELD
CURRENT FUND
SCHEDULE OF 2015 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2016

	Balance Dec. 31, 2015	Transfers		Balance After Transfer	Paid or Charged	Balance Lapsed
		to	from			
GENERAL GOVERNMENT						
Mayor and Council/Board of Chosen Freeholders						
Salaries and Wages	\$ 4.63	\$ -	\$ -	\$ 4.63	\$ -	\$ 4.63
Other Expenses	500.00	-	-	500.00	-	500.00
General Administration						
Salaries and Wages	0.02	-	-	0.02	-	0.02
Other Expenses	2,594.26	-	-	2,594.26	448.58	2,145.68
Office of Municipal Clerk						
Salaries and Wages	53.20	-	-	53.20	-	53.20
Other Expenses	2,629.18	250.00	-	2,879.18	2,849.47	29.71
Financial Administration (Treasury)						
Salaries and Wages	485.96	-	-	485.96	-	485.96
Other Expenses	1,683.73	-	-	1,683.73	1,599.39	84.34
Revenue Administration (Tax Collection)						
Salaries and Wages	1.65	-	-	1.65	-	1.65
Other Expenses	1,077.43	-	-	1,077.43	353.99	723.44
Tax Assessment Administration						
Salaries and Wages	528.16	-	-	528.16	-	528.16
Other Expenses	6,833.00	-	-	6,833.00	3,076.46	3,756.54
Legal Services						
Other Expenses	30,200.49	-	17,000.00	13,200.49	11,138.30	2,062.19
Engineering Services						
Other Expenses	53,607.33	-	-	53,607.33	17,894.74	35,712.59
LAND USE ADMINISTRATION						
Planning Board						
Other Expenses	3,145.03	-	-	3,145.03	231.00	2,914.03
Zoning Board of Adjustment						
Other Expenses	2,941.09	-	-	2,941.09	39.56	2,901.53
Zoning Enforcement						
Salaries and Wages	35.87	-	-	35.87	-	35.87
Other Expenses	500.00	-	-	500.00	-	500.00
Land Use						
Salaries and Wages	1.00	-	-	1.00	-	1.00
Other Expenses	746.68	-	-	746.68	270.89	475.79
Other Code Enforcement Functions - Fire Inspectors						
Salaries and Wages	3,159.54	-	-	3,159.54	-	3,159.54
Other Expenses	4,484.95	-	-	4,484.95	154.00	4,330.95
Other Code Enforcement Functions - Property Maintenance						
Salaries and Wages	43.99	-	-	43.99	-	43.99
Other Expenses	3,612.47	-	-	3,612.47	-	3,612.47
PUBLIC SAFETY						
Police Force						
Salaries and Wages	63.19	-	-	63.19	-	63.19
Other Expenses	10,759.03	-	-	10,759.03	9,670.86	1,088.17
Office of Emergency Management						
Salaries and Wages	4.40	-	-	4.40	-	4.40
Other Expenses	4,027.40	-	-	4,027.40	1,788.00	2,239.40
Municipal Prosecutor						
Other Expenses	3,600.00	-	-	3,600.00	1,200.00	2,400.00
PUBLIC WORKS FUNCTIONS						
Streets and Road Maintenance						
Salaries and Wages	1,540.16	-	-	1,540.16	1,540.00	0.16
Other Expenses	10,242.38	-	-	10,242.38	5,337.37	4,905.01
Other Public Works Functions-Stormwater Management						
Other Expenses	4,180.00	-	-	4,180.00	-	4,180.00
Solid Waste Collection						
Other Expenses	2,353.58	-	-	2,353.58	361.21	1,992.37
Buildings and Grounds						
Other Expenses	9,619.79	120.00	-	9,739.79	9,040.87	698.92
Vehicle Maintenance (Including Police Vehicles)						
Other Expenses	24,956.17	-	-	24,956.17	5,353.11	19,603.06
Community Services Act (Condo Community Costs)						
Other Expenses	5,361.78	9,250.00	-	14,611.78	14,565.67	46.11
HEALTH AND HUMAN SERVICES						
Public Health Services (Board of Health)						
Salaries and Wages	3.76	-	-	3.76	-	3.76
Other Expenses	3,700.85	-	-	3,700.85	3,641.15	59.70
Environmental Health Services						
Salaries and Wages	497.60	-	-	497.60	-	497.60
Other Expenses	1,355.00	-	-	1,355.00	300.00	1,055.00
Animal Control Services						
Other Expenses	2.50	-	-	2.50	-	2.50
Contributions to Social Services Agencies - Statutory						
Other Expenses	150.00	-	-	150.00	-	150.00

TOWNSHIP OF MANSFIELD
CURRENT FUND
SCHEDULE OF 2015 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2016

	Balance Dec. 31, 2015	Transfers		Balance After Transfer	Paid or Charged	Balance Lapsed
		to	from			
PARKS AND RECREATION						
Recreation Services and Programs						
Salaries and Wages	0.02	-	-	0.02	-	0.02
Other Expenses	9,442.46	-	-	9,442.46	6,677.02	2,765.44
Maintenance of Parks						
Other Expenses	7,257.94	-	-	7,257.94	921.90	6,336.04
UTILITY AND BULK PURCHASES						
Electricity	31,383.91	-	-	31,383.91	8,870.51	22,513.40
Street Lighting	42,592.25	-	-	42,592.25	21,266.31	21,325.94
Telecommunications	6,692.43	-	-	6,692.43	1,869.12	4,823.31
Water	3,368.84	4,200.00	-	7,568.84	9,270.31	(1,701.47)
Fuel Oil	59,172.78	-	-	59,172.78	-	59,172.78
LANDFILL/SOLID WASTE DISPOSAL						
Landfill/Solid Waste Disposal Costs						
Other Expenses	19,650.43	3,000.00	-	22,650.43	22,536.78	113.65
MUNICIPAL COURT						
Municipal Court						
Salaries and Wages	9.25	-	-	9.25	-	9.25
Other Expenses	2,484.71	-	-	2,484.71	1,925.63	559.08
Recycling						
Salaries and Wages	12.49	-	-	12.49	-	12.49
Other Expenses	147.92	180.00	-	327.92	283.05	44.87
Liability Insurance						
Other Expenses	780.32	-	-	780.32	-	780.32
Workers Compensation Insurance						
Other Expenses	5.68	-	-	5.68	-	5.68
Group Health Benefits						
Other Expenses	93.60	-	-	93.60	-	93.60
Prior Year Bills						
Other Expenses	0.51	-	-	0.51	-	0.51
TOTAL OPERATIONS WITHIN "CAPS"	384,382.79	17,000.00	17,000.00	384,382.79	164,475.25	219,907.54
STATUTORY EXPENDITURES						
Contribution to:						
Public Employees' Retirement System	9.89	-	-	9.89	-	9.89
Social Security System (OASDI)	756.05	-	-	756.05	-	756.05
Defined Contribution Retirement Program	405.73	-	-	405.73	-	405.73
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"	385,554.46	17,000.00	17,000.00	385,554.46	164,475.25	221,079.21
OPERATIONS EXCLUDED FROM "CAPS"						
LOSAP						
Other Expenses	1,541.51	-	-	1,541.51	-	1,541.51
Shared Services - Springfield Township Court						
Other Expenses	9,944.00	-	-	9,944.00	-	9,944.00
TOTAL OPERATIONS - EXCLUDED FROM "CAPS"	11,485.51	-	-	11,485.51	-	11,485.51
TOTAL GENERAL APPROPRIATIONS	\$ 397,039.97	\$ 17,000.00	\$ 17,000.00	\$ 397,039.97	\$ 164,475.25	\$ 232,564.72
					Cash Disbursements	158,004.37
					Accounts Payable	6,470.88
					Total	\$ 164,475.25
					Lapsed	234,266.19
					Overexpended	(1,701.47)
					Total	\$ 232,564.72

TOWNSHIP OF MANSFIELD
CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2016

	Balance December 31, 2015	Accrued In 2016	Collection		Balance December 31, 2016
			Treasurer	Collector	
Miscellaneous Revenue Anticipated:					
Licenses:					
Alcoholic Beverages	\$ -	\$ 1,890.00	\$ 1,890.00	\$ -	\$ -
Municipal Court - Fines & Costs	14,368.57	289,500.73	281,287.30	-	22,582.00
Interest and Costs on Taxes	-	55,925.19	-	55,925.19	-
Interest on Investments	-	15,174.01	15,174.01	-	-
Energy Receipts Tax	-	512,185.00	512,185.00	-	-
Shared Court Revenue - Springfield Township	-	115,000.00	115,000.00	-	-
Uniform Fire Safety Act	-	9,640.16	9,640.16	-	-
School Resource Officer (COPs In Schools)	-	112,702.00	112,702.00	-	-
Host Community Benefits Fees	-	482,714.51	482,714.51	-	-
Cable TV Franchise Fees	-	52,888.53	52,888.53	-	-
Admnsitration Fee - Construction Official	-	25,000.00	25,000.00	-	-
Admnsitration Fee - Police Outside Employment	-	58,772.50	58,772.50	-	-
JIF Safety Reimbursement	-	68,411.00	68,411.00	-	-
Hotel Tax	-	6,446.34	6,446.34	-	-
Sewer Utility Reimbursement	-	5,771.37	5,771.37	-	-
Reserve for Debt Services	-	30,000.00	30,000.00	-	-
Rental of Municipal Space	-	3,900.00	3,900.00	-	-
	<u>\$ 14,368.57</u>	<u>\$ 1,845,921.34</u>	<u>\$ 1,781,782.72</u>	<u>\$ 55,925.19</u>	<u>\$ 22,582.00</u>
Cash Receipts			1,781,782.72	55,925.19	
			<u>\$ 1,781,782.72</u>	<u>\$ 55,925.19</u>	

TOWNSHIP OF MANSFIELD
 CURRENT FUND
 SCHEDULE OF COUNTY TAXES PAYABLE
 FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015		\$	11,750.79
Increased By:			
County Tax	\$	4,034,832.52	
County Library Tax		375,321.94	
County Open Space Tax		480,372.49	
County Share of Added and Omitted Taxes		<u>18,365.66</u>	
			<u>4,908,892.61</u>
			4,920,643.40
Decreased By:			
Payments			<u>4,902,277.74</u>
Balance - December 31, 2016		\$	<u><u>18,365.66</u></u>

TOWNSHIP OF MANSFIELD
CURRENT FUND
STATEMENT OF LOCAL AND REGIONAL SCHOOL DISTRICT TAXES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2016

	LOCAL DISTRICT	REGIONAL HIGH SCHOOL
Balance - December 31, 2015:		
School Taxes Payable	\$ 2,930,094.85	\$ 4,423,936.28
School Taxes Deferred	2,885,700.00	681,483.00
Total	<u>5,815,794.85</u>	<u>5,105,419.28</u>
Increased by Levy:		
Fiscal Year July 1, 2016 to June 30, 2017	<u>10,924,839.00</u>	<u>10,238,442.00</u>
	16,740,633.85	15,343,861.28
Decreased by Payments	<u>11,278,457.35</u>	<u>9,961,759.99</u>
Balance - December 31, 2016	<u>\$ 5,462,176.50</u>	<u>\$ 5,382,101.29</u>
Analysis of Balance - December 31, 2016:		
School Taxes Payable	2,576,476.50	4,700,618.29
School Taxes Deferred	<u>2,885,700.00</u>	<u>681,483.00</u>
Total	<u>\$ 5,462,176.50</u>	<u>\$ 5,382,101.29</u>

ANALYSIS OF AMOUNTS CHARGED TO OPERATIONS

Balance Payable - December 31, 2016	\$ 2,576,476.50	\$ 4,700,618.29
Increased by:		
Amounts Paid	<u>11,278,457.35</u>	<u>9,961,759.99</u>
	13,854,933.85	14,662,378.28
Decreased by:		
Balance December 31, 2015	<u>2,930,094.85</u>	<u>4,423,936.28</u>
Amount Charged to 2016 Operations	<u>\$ 10,924,839.00</u>	<u>\$ 10,238,442.00</u>

TOWNSHIP OF MANSFIELD
FEDERAL AND STATE GRANT FUND
SCHEDULE OF GRANTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2016

<u>Purpose</u>	Balance December 31, 2015	2016 Budget Revenue Anticipated	Realized	Transfer from Unappropriated Reserves	Balance December 31, 2016
<u>State Grants</u>					
NJ Transportation Trust Fund Authority Act:					
Trust Fund Grant	\$ 349.79	\$ -	\$ -	\$ -	\$ 349.79
Trust Fund Grant - Georgetown	13,266.09	-	-	-	13,266.09
Trust Fund Grant - White Pine Road	233,162.50	-	87,048.24	-	146,114.26
Trust Fund Grant - Axe Factory Road	196,000.00	-	-	-	196,000.00
Trust Fund Grant - Mansfield Road East	-	220,000.00	-	-	220,000.00
Body Armor Replacement	-	1,542.58	1,542.58	-	-
Bulletproof Vest Partnership Grant	-	1,969.50	1,969.50	-	-
Architectural Barriers	15,091.34	-	-	-	15,091.34
Recycling Tonnage Grant	-	16,512.92	9,295.41	-	7,217.51
Clean Communities Grant	-	22,987.17	22,987.17	-	-
Department of Environmental Protection:					
Community Stewardship Incentive Program	2,700.00	-	-	-	2,700.00
<u>Local Grants</u>					
County Circulation	35,665.93	-	-	-	35,665.93
County Park Development	342,884.27	250,000.00	-	-	592,884.27
	<u>\$ 839,119.92</u>	<u>\$ 513,012.17</u>	<u>\$ 122,842.90</u>	<u>\$ -</u>	<u>\$ 1,229,289.19</u>
Cash Received			<u>122,842.90</u>		
			<u>\$ 122,842.90</u>		

TOWNSHIP OF MANSFIELD
FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR GRANTS - APPROPRIATED
FOR THE YEAR ENDED DECEMBER 31, 2016

Purpose	Transferred From 2016					
	Balance December 31, 2015	Budget Appropriation		Encumbrances Reclassified	Expended	Balance December 31, 2016
		Budget	Appropriation by 40A:4-87			
<u>State Grants</u>						
NJ Transportation Trust Fund Authority Act:						
Trust Fund Grant - Georgetown	\$ 18,223.84	\$ -	\$ -	\$ -	\$ -	\$ 18,223.84
Trust Fund Grant - White Pine Road	160,550.00	-	220,000.00	29,460.58	29,954.01	380,056.57
Trust Fund Grant - Axe Factory Raod	196,000.00	-	-	-	-	196,000.00
Body Armor Replacement Program	1,594.52	-	1,542.58	-	1,594.52	1,542.58
Bulletproof Vest Partnership Grant	645.76	-	1,969.50	-	-	2,615.26
Click it or Ticket	8,000.00	-	-	-	-	8,000.00
Drive Sober or Get Pulled Over	4,400.00	-	-	-	-	4,400.00
Environmental Services	5,000.00	-	-	-	-	5,000.00
NJ Tree Reforestation	144,592.68	-	-	-	-	144,592.68
Recycling Tonnage Grant	-	-	16,512.92	654.00	13,805.00	3,361.92
Department of Environmental Protection:						
Community Stewardship Incentive Program	520.00	-	-	-	-	520.00
Clean Communities Grant	7,309.26	-	22,987.17	-	24,405.66	5,890.77
Planning Acceptance	11,575.58	-	-	-	-	11,575.58
Safety Belt	3,469.59	-	-	-	-	3,469.59
Safe and Secure	9,630.00	-	-	-	-	9,630.00
Over the Limit Under Arrest	1,335.82	-	-	-	-	1,335.82
Drunk Driving Enforcement Fund	22,234.45	-	-	-	922.83	21,311.62
Alcohol Education & Rehabilitation Fund	47.00	-	-	-	-	47.00
Domestic Violence Training Program	2,727.44	-	-	60.00	60.00	2,727.44
<u>Federal Grants</u>						
CDBG	31,415.00	-	-	-	31,415.00	-
<u>Local Grants</u>						
County Circulation	-	-	-	10,090.36	10,090.36	-
County Park Development	296,546.12	-	250,000.00	-	271,382.00	275,164.12
	\$ 925,817.06	\$ -	\$ 513,012.17	\$ 40,264.94	\$ 383,629.38	\$ 1,095,464.79

Encumbrances Payable	\$ 287,069.86
Cash Disbursed	<u>96,559.52</u>
	<u>\$ 383,629.38</u>

TOWNSHIP OF MANSFIELD
 FEDERAL AND STATE GRANT FUND
 SCHEDULE OF RESERVE FOR GRANTS - UNAPPROPRIATED
 FOR THE YEAR ENDED DECEMBER 31, 2016

<u>Grant</u>	Balance December 31, 2015	Received in 2016	Transferred To Appropriated Grants	Balance December 31, 2016
<u>State Grants</u>				
<u>Federal Grants</u>				
CDBG		\$ 65,000.00	\$ -	\$ 65,000.00
	\$ -	\$ 65,000.00	\$ -	\$ 65,000.00

TRUST FUNDS

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TOWNSHIP OF MANSFIELD
TRUST FUND
STATEMENT OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2016

	Animal Control Fund	Other Funds
Balance - December 31, 2015	\$ 17,533.14	\$ 1,480,254.38
Increased by Receipts:		
Dog License, Kennel Fees & Late Fees	6,921.30	-
Due to State of New Jersey - Dog License Fees	1,051.20	-
Due to State of New Jersey - DCA Training Fees	-	15,287.00
Reserve Recreation Open Space Land Fund	-	-
Reserve for State Unemployment Compensation Insurance	-	27,780.49
Reserve for Fire Safety	-	1,000.00
Reserve for Special Events	-	6,357.84
Reserve for Law Enforcement Trust	-	-
Reserve for Developers Escrow Deposits	-	191,586.87
Reserve for Police Outside Employment	-	200,002.50
Reserve for Public Defender	-	12,565.00
Reserve for Recreation Programs	-	42,753.73
Reserve for COAH	-	33,566.16
Reserve for Court Ordered Mapleton	-	138.30
Reserve for Construction Fees & Permits	-	237,709.00
Reserve for Payroll	-	2,423,635.23
Reserve for Federal Forfeiture Trust	-	-
Reserve for Sidewalk Contributions	-	13,640.00
Due to Current Fund	-	238.24
Total Receipts	7,972.50	3,206,260.36
Decreased by Disbursements:		
Expenditures Under R.S.4:19-15.11	10,192.77	-
Paid To State of New Jersey - Dog License Fees	1,050.00	-
Paid To State of New Jersey - DCA Training Fees	-	16,473.00
Reserve for State Unemployment Compensation Insurance	-	6,727.16
Reserve for Special Events	-	7,106.94
Reserve for Developers Escrow Deposits	-	76,617.14
Reserve for Police Outside Employment	-	213,510.00
Reserve for Public Defender	-	9,000.00
Reserve for Recreation Programs	-	35,678.23
Reserve for Recreation Open Space Land Fund	-	5.00
Reserve for COAH	-	7,837.26
Reserve for Construction Fees & Permits	-	244,030.21
Reserve for Payroll	-	2,418,650.83
Reserve for Federal Forfeiture Trust	-	10,000.00
Due to Current Fund	-	374.39
Total Disbursements	11,242.77	3,046,010.16
Balance - December 31, 2016	\$ 14,262.87	\$ 1,640,504.58

B-2

TOWNSHIP OF MANSFIELD
ANIMAL CONTROL FUND
STATEMENT OF DUE TO STATE OF NEW JERSEY
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 6.40
Increased By:	
Dog License Fees Collected - State Share	1,051.20
	<u>1,057.60</u>
Decreased By:	
Payments to the State of New Jersey	1,050.00
	<u>1,050.00</u>
Balance - December 31, 2016	<u>\$ 7.60</u>

B-3

STATEMENT OF RESERVE FOR ANIMAL CONTROL EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 17,526.74
Increased By:	
Dog License Fees Collected - Township Share	6,921.30
	<u>24,448.04</u>
Decreased By:	
Expenditures Under R.S. 4:19-15.11	\$ 10,192.77
Interfund- Current Fund	-
	<u>10,192.77</u>
Balance - December 31, 2016	<u>\$ 14,255.27</u>

<u>Licenses Fees Collected</u>	
<u>Year</u>	<u>Amount</u>
2014	9,956.00
2015	<u>8,124.52</u>
	<u>\$ 18,080.52</u>

B-4

TOWNSHIP OF MANSFIELD
TRUST FUND
STATEMENT OF RESERVE FOR RECREATION OPEN SPACE LAND FUND
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 9,269.63
Decreased By:	
Disbursements	<u>5.00</u>
Balance - December 31, 2016	<u><u>\$ 9,264.63</u></u>

B-5

STATEMENT OF RESERVE FOR UNEMPLOYMENT COMPENSATION
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ -
Increased By:	
Budget Appropriation	15,000.00
Due from Current	<u>13,615.00</u>
	28,615.00
	<u>28,615.00</u>
Decreased By:	
Disbursements	<u>6,727.16</u>
Balance - December 31, 2016	<u><u>\$ 21,887.84</u></u>

B-6

STATEMENT OF RESERVE FOR FIRE SAFETY
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 2,716.62
Increased By:	
Fire Code Violations	<u>1,000.00</u>
Balance - December 31, 2016	<u><u>\$ 3,716.62</u></u>

TOWNSHIP OF MANSFIELD
TRUST FUND
STATEMENT OF RESERVE FOR SPECIAL LAW ENFORCEMENT TRUST
FOR THE YEAR ENDED DECEMBER 31, 2016

B-7

Balance - December 31, 2015 and 2016	\$ <u>1,282.69</u>
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STATEMENT OF RESERVE FOR LAW ENFORCEMENT TRUST
FOR THE YEAR ENDED DECEMBER 31, 2016

B-8

Balance - December 31, 2015 and 2016	\$ <u>431.44</u>
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STATEMENT OF RESERVE FOR DEVELOPERS ESCROW FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2016

B-9

Balance - December 31, 2015	\$ 298,281.00
Increased By:	
Developers Escrow Deposits/Developers Share of Interest Earning	<u>191,586.87</u>
	489,867.87
Decreased By:	
Professional Fees & Deposits Refunded	<u>76,617.14</u>
Balance - December 31, 2016	\$ <u>413,250.73</u>

B-10

TOWNSHIP OF MANSFIELD
TRUST FUND
STATEMENT OF RESERVE FOR PUBLIC DEFENDER
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 11,219.50
Increased By:	
Fees	<u>12,565.00</u>
Subtotal	23,784.50
Decreased By:	
Public Defender Expenditures	<u>9,000.00</u>
Balance - December 31, 2016	<u><u>\$ 14,784.50</u></u>

B-11

STATEMENT OF RESERVE FOR SPECIAL EVENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 5,103.12
Increased By:	
Receipts	<u>6,357.84</u>
	11,460.96
Decreased By:	
Special Events Expenditures	<u>7,106.94</u>
Balance - December 31, 2016	<u><u>\$ 4,354.02</u></u>

B-12

TOWNSHIP OF MANSFIELD
TRUST FUND
STATEMENT OF RESERVE FOR RECREATION PROGRAMS
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 141,698.16
Increased By:	
Fees & Sponsors	<u>42,753.73</u>
	184,451.89
Decreased By:	
Recreation Program Expenditures	<u>35,678.23</u>
Balance - December 31, 2016	<u><u>\$ 148,773.66</u></u>

B-13

STATEMENT OF RESERVE FOR COAH
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 561,080.58
Increased By:	
COAH Receipts	<u>33,566.16</u>
Subtotal	594,646.74
Decreased By:	
COAH Expenditures	<u>7,837.26</u>
Balance - December 31, 2016	<u><u>\$ 586,809.48</u></u>

B-14

TOWNSHIP OF MANSFIELD
TRUST FUND
STATEMENT OF RESERVE FOR CONSTRUCTION
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 99,307.58
Increased By:	
Fees & Permits	<u>237,709.00</u>
Subtotal	337,016.58
Decreased By:	
Construction Expenditures Paid	<u>244,030.21</u>
Balance - December 31, 2016	<u><u>\$ 92,986.37</u></u>

B-15

STATEMENT OF RESERVE FOR POLICE OUTSIDE EMPLOYMENT
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 26,062.50
Increased By:	
Police Outside Employment Receipts	<u>200,002.50</u>
Subtotal	226,065.00
Decreased By:	
Police Outside Employment Expenditures	<u>213,510.00</u>
Balance - December 31, 2016	<u><u>\$ 12,555.00</u></u>

B-16

STATEMENT OF RESERVE FOR COURT ORDER - MAPLETON
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 220,483.30
Increased By:	
Interest	<u>138.30</u>
Balance - December 31, 2016	<u><u>\$ 220,621.60</u></u>

TOWNSHIP OF MANSFIELD
TRUST FUND
STATEMENT OF DUE FROM/(TO) CURRENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2016

	Total	Storm Recovery	Unemployment	Developers Escrow	COAH
Balance - December 31, 2015	\$ 28,588.67	\$ 35,000.00	\$ (384.51)	\$ (5,788.58)	\$ (238.24)
Increased By:					
Other	36,352.26		28,615.00		7,737.26
Total Receipts	36,352.26	-	28,615.00	-	7,737.26
Subtotal	64,940.93	35,000.00	28,230.49	(5,788.58)	7,499.02
Decreased By:					
Other	35,381.60	-	27,780.49	102.09	7,499.02
Total Disbursements	35,381.60	-	27,780.49	102.09	7,499.02
Balance - December 31, 2016	\$ 29,559.33	\$ 35,000.00	\$ 450.00	\$ (5,890.67)	\$ -

GENERAL CAPITAL FUND

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C-2

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance December 31, 2015		\$ 3,375,719.57
Increased By:		
Due from Current Fund	\$ 57,763.17	
Proceeds of Bond Anticipation Notes	<u>190,000.00</u>	
		<u>247,763.17</u>
		3,623,482.74
Decreased By:		
Improvement Authorizations	1,018,618.89	
Due to Sewer Utility Capital Fund	1,554,602.48	
Payment of Bond Anticipation Notes	<u>133,940.00</u>	
		<u>2,707,161.37</u>
Balance December 31, 2016		<u><u>\$ 916,321.37</u></u>

C-3

SCHEDULE OF CASH HELD BY FISCAL AGENT
2016

Balance December 31, 2015	\$ 25,321.96
Decreased By:	
Adjustment of Reserve for Debt Service	25,321.96
	<u> </u>
Balance December 31, 2016	<u><u>\$ -</u></u>

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
ANALYSIS OF GENERAL CAPITAL CASH
FOR THE YEAR ENDED DECEMBER 31, 2016

Description	Balance Dec. 31, 2015	Receipts		Disbursements		Transfers		Balance Dec. 31, 2016
		Notes	Miscellaneous	Improvement Authorizations	Miscellaneous	From	To	
Fund Balance	\$ 548.37	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 548.37
Capital Improvement Fund	2,500.00	-	-	-	-	5,000.00	10,000.00	7,500.00
Reserve for Capital Lease Purchases	-	-	-	-	-	-	-	-
Reserve to Pay Debt Service	293,938.88	-	-	-	25,321.96	30,000.00	-	238,616.92
Due from Sewer Utility	-	-	-	-	-	-	-	-
Due to Sewer Capital Fund - Centex	1,554,602.48	-	-	-	1,554,602.48	-	-	-
Due to Current Fund	56,176.83	-	57,763.17	-	133,940.00	10,000.00	30,000.00	-
Reserve for Encumbrances	1,218,964.21	-	-	-	-	1,218,964.21	482,938.50	482,938.50
Improvement Authorizations:								
1999-12 Purchase of Fire Truck	(86.00)	-	-	-	-	-	-	(86.00)
2000-06 Acq of Real Property Farmland Preservation	14.56	-	-	-	-	-	-	14.56
2008-08 Various Capital Improvements	(5,704.82)	-	-	-	-	-	-	(5,704.82)
2011-06 Generator for MTFAS	(250.00)	-	-	-	-	-	-	(250.00)
2012-06 Refurbish EMS Vehicle	40.56	-	-	-	-	-	-	40.56
2012-11 Supplemental Municipal Building	(61,678.80)	100,000.00	-	732,765.04	-	364,105.97	1,058,549.81	-
2013-10 Acquisition of Police SUV's	2,000.00	-	-	-	-	-	-	2,000.00
2013-07 Acquisition of Fire Apparatus	8,563.00	-	-	4,176.29	-	-	-	4,386.71
2014-11 Various Capital Improvements	195,508.26	-	-	21,192.60	-	2.33	8,694.93	183,008.26
2015-04 Municipal Building Improvements	135,904.00	-	-	249,586.96	-	22,164.19	139,155.46	3,308.31
2016-10 Municipal Building Improvements	-	90,000.00	-	10,898.00	-	84,102.00	5,000.00	-
	\$ 3,401,041.53	\$ 190,000.00	\$ 57,763.17	\$ 1,018,618.89	\$ 1,713,864.44	\$ 1,734,338.70	\$ 1,734,338.70	\$ 916,321.37

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED
FOR THE YEAR ENDED DECEMBER 31, 2016

	Capital Leases	Bonds
	<hr/>	<hr/>
Balance December 31, 2015	\$ 2,428,000.00	\$ 10,711,000.00
Decreased By:		
Payment of Debt	<hr/> 266,000.00	<hr/> 820,000.00
Balance December 31, 2016	<hr/> <u>\$ 2,162,000.00</u>	<hr/> <u>\$ 9,891,000.00</u>

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED
FOR THE YEAR ENDED DECEMBER 31, 2016

Ord. Number	Improvement Description	Balance Dec. 31, 2015	Authorizations	Paid by Budget	Balance Dec. 31, 2016	Bond Anticipation Notes	Financed By			Unexpended Improvement Authorizations
							Excess Financing	Expenditures		
1999-12	Purchase of Fire Truck	86.00			\$ 86.00	\$ -	\$ -	\$ 86.00		-
2007-02	Acquisition of Farmland	35,110.00		557.00	34,553.00	42,886.00	(8,333.00)	-		-
2008-08	Various Capital Improvements	1,678,500.00		31,100.00	1,647,400.00	1,237,400.00	-	5,704.82		404,295.18
2011-6	Acquisition of Emergency Generator for MT FAS	50,440.00		1,802.00	48,638.00	48,388.00	-	250.00		-
2012-6	Refurbish EMS Vehicle	80,750.00		8,333.00	72,417.00	64,084.00	-	8,292.44		40.56
2012-11	Supplemental for Improvements to Municipal Bldg	1,710,000.00		38,462.00	1,671,538.00	1,671,538.00	-	-		-
2013-07	Acquisition of Fire Apparatus	712,500.00		36,842.00	675,658.00	663,158.00	-	-		12,500.00
2013-10	Acquisition of Police SUV's	85,500.00		9,500.00	76,000.00	76,000.00	-	-		-
2014-11	Various Capital Improvements	427,500.00		7,344.00	420,156.00	420,156.00	-	-		-
2015-04	Municipal Building Improvements	950,000.00	-	-	950,000.00	750,450.00	-	-		199,550.00
2016-10	Acquisitions of Police SUV's	-	95,000.00		95,000.00	90,000.00	-	-		5,000.00
		\$ 5,730,386.00	\$ 95,000.00	\$ 133,940.00	\$ 5,691,446.00	\$ 5,064,060.00	\$ (8,333.00)	\$ 14,333.26	\$	621,385.74

Unexpended Improvement Authorization:
Less: Unexpended Note Proceeds:

2015-04	3,308.31	814,089.02
2014-11	183,008.26	
2013-10	2,000.00	
2013-07	4,386.71	
	<u>192,703.28</u>	
	\$	<u>621,385.74</u>

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance December 31, 2015	\$ 2,500.00
Increased By:	
2016 Budget Appropriation	<u>10,000.00</u>
	12,500.00
Decreased By:	
Appropriation to Finance Improvement Authorizations	<u>5,000.00</u>
Balance December 31, 2016	<u><u>\$ 7,500.00</u></u>

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
FOR THE YEAR ENDED DECEMBER 31, 2016

Ord. Number	Improvement Description	Ordinance Date	Amount	Balance		Capital Improvement Fund	2016 Authorizations				Balance				
				Funded	Unfunded		Deferred Charges to Future Taxation	Prior Year Encumbrances	Paid or Charged	Encumbrances	Cancelled	Funded	Unfunded		
General Improvements:															
2000-6	Acquisition of Real Property-Farmland Preservation	4/12/2000	48,714	\$	-	\$	-	\$	-	\$	-	\$	14.56	\$	-
2008-07	Sewer Plant	2/27/2008	5,250,000		-	-	-	-	-	-	-	-	-	-	-
2008-08	Various Capital Improvements	2/27/2008	3,500,000		-	404,295.18	-	-	-	-	-	-	-	-	404,295.18
2012-06	Refurbish EMS Vehicle	2013	85,000		-	40.56	-	-	-	-	-	-	-	-	40.56
2012-11	Supplemental for Improvements to Municipal Bldg	2012	1,800,000		-	38,321.20	-	-	1,058,549.81	732,765.04	364,105.97	-	-	-	-
2013-07	Acquisition of Fire Apparatus	2013	750,000		-	21,063.00	-	-	-	4,176.29	-	-	-	-	16,886.71
2013-10	Acquisition of Police SUV's	2013	90,000		-	2,000.00	-	-	-	-	-	-	-	-	2,000.00
2014-11	Various Capital Improvements	2014	450,000		-	195,508.26	-	-	8,694.93	21,192.60	2.33	-	-	-	183,008.26
2015-04	Municipal Building Improvements	2015	1,000,000		-	335,454.00	-	-	139,155.46	249,586.96	22,164.19	-	-	-	202,858.31
2016-10	Acquisitions of Police SUV's	2016	100,000		-	-	5,000.00	95,000.00	-	10,898.00	84,102.00	-	-	-	5,000.00
				\$	14.56	\$	996,682.20	\$	5,000.00	\$	1,018,618.89	\$	470,374.49	\$	814,089.02

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF GENERAL SERIAL BONDS AND CAPITAL LEASES
FOR THE YEAR ENDED DECEMBER 31, 2016

Purpose	Date of Issue	Maturities of Bonds Outstanding Dec. 31, 2015				Interest Rate	Balance Dec. 31, 2015	Increase	Decrease	Balance Dec. 31, 2016
		Date	Amount							
General Improvement Bonds - 2006	3/1/06						\$ 540,000.00		\$ 540,000.00	\$ -
General Improvement Bonds - 2011	3/30/11	4/1/2017	280,000.00	3.00%			4,606,000.00		280,000.00	4,326,000.00
		4/1/2018	290,000.00	3.00%						
		4/1/2019	295,000.00	4.00%						
		4/1/2020	315,000.00	4.00%						
		4/1/2021	315,000.00	4.00%						
		4/1/2022	320,000.00	4.00%						
		4/1/2023	340,000.00	4.00%						
		4/1/2024	425,000.00	4.50%						
		4/1/2025	400,000.00	4.50%						
		4/1/2026	450,000.00	4.50%						
		4/1/2027	450,000.00	4.50%						
		4/1/2028	446,000.00	4.50%						
Refunding Bonds - 2014	11/18/14	4/1/2017	555,000.00	3.00%			5,565,000.00		-	5,565,000.00
		4/1/2018	560,000.00	3.00%						
		4/1/2019	570,000.00	3.00%						
		4/1/2020	585,000.00	3.00%						
		4/1/2021	610,000.00	4.00%						
		4/1/2022	630,000.00	4.00%						
		4/1/2023	650,000.00	5.00%						
		4/1/2024	675,000.00	5.00%						
		4/1/2025	730,000.00	5.00%						
							\$ 10,711,000.00	\$ -	\$ 820,000.00	\$ 9,891,000.00
Burlington County Bridge Commission County Guaranteed Pooled Governmental Loan Revenue Bonds - 2003	6/25/05	7/15/2017	274,000.00	5.00%			2,428,000.00	\$ -	\$ 266,000.00	\$ 2,162,000.00
		7/15/2018	285,000.00	5.00%						
		7/15/2019	296,000.00	5.00%						
		7/15/2020	304,000.00	5.00%						
		7/15/2021	321,000.00	5.00%						
		7/15/2022	332,000.00	5.00%						
		7/15/2023	350,000.00	5.00%						
							\$ 2,428,000.00	\$ -	\$ 266,000.00	\$ 2,162,000.00

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES
FOR THE YEAR ENDED DECEMBER 31, 2016

Purpose	Date of Original Issue	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2015	Increase	Decrease	Balance Dec. 31, 2016
2008-08 Various Capital Improvements					\$ 1,268,500.00	\$ 1,237,400.00	\$ 1,268,500.00	\$ 1,237,400.00
2007-02 Acq of Farmland					43,443.00	42,886.00	43,443.00	42,886.00
2011-06 Generator for MTFAS					50,190.00	48,388.00	50,190.00	48,388.00
2012-06 Refurbish EMS Vehicle					72,417.00	64,084.00	72,417.00	64,084.00
2013-10 Acquisition of Police SUV's					85,500.00	76,000.00	85,500.00	76,000.00
2012-11 Supplemental for Municipal Bldg					1,610,000.00	1,671,538.00	1,610,000.00	1,671,538.00
2013-07 Acq of Fire Apparatus					700,000.00	663,158.00	700,000.00	663,158.00
2014-11 Various Capital Improvements					427,500.00	420,156.00	427,500.00	420,156.00
2015-04 Additional Municipal Building Improvements					750,450.00	750,450.00	750,450.00	750,450.00
2016-10 Acquisition of Police SUV's					-	90,000.00	-	90,000.00
	12/21/13	11/2/16	11/2/17	0.95%	\$ 5,008,000.00	\$ 5,064,060.00	\$ 5,008,000.00	\$ 5,064,060.00
<hr/>								
					Issued for Cash	190,000.00	-	
					Paid by Cash	-	133,940.00	
					Renewals	4,874,060.00	4,874,060.00	
					\$ 5,064,060.00	\$ 5,008,000.00		
<hr/>								

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF DUE TO SEWER UTILITY CAPITAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance December 31, 2015	\$ 1,554,602.48
Increased by:	
Advanced in 2016	<u>-</u>
	1,554,602.48
Decreased By:	
Liquidated in 2016	<u>1,554,602.48</u>
Balance December 31, 2016	<u><u>\$ -</u></u>

TOWNSHIP OF MANSFIELD
GENERAL CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED
FOR THE YEAR ENDED DECEMBER 31, 2016

Ord. Number	Improvement Description	Balance Dec. 31, 2015	Authorizations	Notes Issued	Balance Dec. 31, 2016
1999-12	Purchase of Fire Truck	\$ 86.00	\$ -	-	\$ 86.00
2008-08	Various Capital Improvements	410,000.00	-	-	410,000.00
2012-11	Supplemental for Improvements to Municipal Building	100,000.00	-	100,000.00	-
2013-7	Acquisition of Fire Apparatus	12,500.00	-	-	12,500.00
2015-04	Municipal Building Improvements	199,550.00		-	199,550.00
2016-10	Acquisition of Police SUV's	-	95,000.00	90,000.00	5,000.00
		\$ 722,136.00	\$ 95,000.00	\$ 190,000.00	\$ 627,136.00

SEWER UTILITY FUND

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TOWNSHIP OF MANSFIELD
SEWER UTILITY FUND
SCHEDULE OF CASH - TREASURER - OPERATING FUND
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015		\$ 28,422.29
Increased By:		
Sewer Rents	45,245.80	
		<u>45,245.80</u>
		73,668.09
Decreased By Disbursements:		
2016 Appropriations	20,812.98	
2015 Appropriations Reserves	15,862.43	
Debt Service Interest	7,788.28	
		<u>44,463.69</u>
Balance - December 31, 2016		<u><u>\$ 29,204.40</u></u>

TOWNSHIP OF MANSFIELD
SEWER UTILITY CAPITAL FUND
ANALYSIS OF CASH AND INVESTMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

	RECEIPTS			DISBURSEMENTS				Balance Dec. 31, 2016
	Balance Dec. 31, 2015	Budget		Improvement Authorizations	Miscellaneous	Transfers		
		Appropriation	Miscellaneous			From	To	
Due (from)/to General Capital Fund	\$ (1,554,602.48)	\$ -	\$ 1,554,602.48	\$ -	\$ -	-	\$ -	-
Improvement Authorizations:								
Ord. No.	General Improvements							
2014-10	9,062.99	-	-	-	-	-	-	9,062.99
2015-10	1,614,602.48	-	-	-	-	-	-	1,614,602.48
	\$ 69,062.99	\$ -	\$ 1,554,602.48	\$ -	\$ -	\$ -	\$ -	1,623,665.47

Bond Anticipation Note Proceeds

\$ -

TOWNSHIP OF MANSFIELD
SEWER UTILITY FUND
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2016

Balance - December 31, 2015	\$ 3,612.09
Increased By:	
Sewer Rents Levied	<u>44,921.58</u>
	48,533.67
Decreased By:	
Collections	<u>45,245.80</u>
Balance - December 31, 2016	<u><u>\$ 3,287.87</u></u>

TOWNSHIP OF MANSFIELD
SEWER ASSESSMENT TRUST FUND
SCHEDULE OF ASSESSMENTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2016

Ordinance Number	Improvement Description	Date of Confirmation	Annual Installments	Due Dates	Balance Dec. 31, 2015	Collected	Cancelled	Balance Dec. 31, 2016
Assessments Improvements:								
2003-2 }	Construction of Sanitary Sewer							
2007-8 }	Improvements - Lynnwood Farms	9/12/2007	20	9/12/10-26	\$ 129,157.59	\$ 28,041.91	\$ -	\$ 101,115.68
					<u>\$ 129,157.59</u>	<u>\$ 28,041.91</u>	<u>\$ -</u>	<u>\$ 101,115.68</u>
					Balance Pledged to Assessment Bonds			<u>\$ 101,115.68</u>

TOWNSHIP OF MANSFIELD
SEWER UTILITY FUND
SCHEDULE OF 2015 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2016

	Balance Dec. 31, 2015	Balance After Transfer	Paid Or Charged	Balance Lapsed	Overexpended
Operating					
Other Expenses	\$ 25,137.82	\$ 25,137.82	\$ 15,862.43	\$ 9,275.39	
	\$ 25,137.82	\$ 25,137.82	\$ 15,862.43	\$ 9,275.39	\$ -
Appropriation Reserves	11,822.32				
Reserve for Encumbrances	13,315.50				
	<u>\$ 25,137.82</u>				

TOWNSHIP OF MANSFIELD
SEWER UTILITY FUND
SCHEDULE OF INTEREST ON BONDS AND NOTES
AND ANALYSIS OF BALANCE
FOR THE YEAR ENDED DECEMBER 31, 2016

	BAN	Bonds	Total
Balance - December 31, 2015	\$ 75.00	\$ 1,912.50	\$ 1,987.50
Increased By:			
Interest on Bonds and Notes	407.03	7,425.00	7,832.03
	482.03	9,337.50	9,819.53
Decreased By:			
Interest Paid	363.28	7,425.00	7,788.28
Balance - December 31, 2016	\$ 118.75	\$ 1,912.50	\$ 2,031.25

Analysis of Balance - December 31, 2016

	Principal Outstanding Dec. 31, 2016	Interest Rate	From	To	Period	Amount
Bond Anticipation Notes:						
	\$ 75,000.00	0.950%	11/2/16	12/31/16	2 Months	\$ 118.75
Assessment Bonds:						
2011	\$ 180,000.00	Various	10/1/16	12/31/16	3 Months	<u>1,912.50</u>
						<u>\$ 2,031.25</u>

TOWNSHIP OF MANSFIELD
SEWER ASSESSMENT FUND
SCHEDULE OF ASSESSMENT BONDS PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2016

Maturities of Loan										
Purpose	Date of Issue	Original Issue	Outstanding Dec. 31, 2016	Date	Amount	Interest Rate	Balance		Balance Dec. 31, 2016	
							Dec. 31, 2015	Increased		Decreased
Sewer Assessment Bonds - 2011 Lynwood Farms	3/30/2011	\$ 270,000.00		4/1/2017	15,000.00	3.000%				
				4/1/2018	15,000.00	3.000%				
				4/1/2019	15,000.00	3.500%				
				4/1/2020	15,000.00	4.000%				
				4/1/2021	15,000.00	4.000%				
				4/1/2022	15,000.00	4.000%				
				4/1/2023	15,000.00	4.000%				
				4/1/2024	15,000.00	4.500%				
				4/1/2025	15,000.00	4.500%				
				4/1/2026	15,000.00	4.500%				
				4/1/2027	15,000.00	4.500%				
				4/1/2028	15,000.00	4.500%				
TOTAL DEBT PAYABLE							\$ 195,000.00	\$ -	\$ 15,000.00	\$ 180,000.00
							\$ 195,000.00	\$ -	\$ 15,000.00	\$ 180,000.00
Paid by Assessment Cash - Due to Current Fund \$ 15,000.00										
\$ 15,000.00										

TOWNSHIP OF MANSFIELD
SEWER UTILITY CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES
FOR THE YEAR ENDED DECEMBER 31, 2016

Ord. Number	Improvement Description	Date Of		Issue Rate	Maturity	Balance		Increased	Decreased	Balance Dec. 31, 2016
		Issue of Original Note	Issue			Dec. 31, 2015	Dec. 31, 2016			
2014-10	Improvements to Lynwood Farms	11/7/14	11/2/16	0.9500%	11/1/17	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
						\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
Utility Capital Fund:										
								\$ 75,000.00	\$ -	
								-	75,000.00	
								\$ 75,000.00	\$ 75,000.00	

TOWNSHIP OF MANSFIELD
SEWER UTILITY CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
FOR THE YEAR ENDED DECEMBER 31, 2016

Ord. No.	Improvement Description	Date	Ordinance Amount	Balance December 31, 2015		2016 Authorizations	Prior Year Encumbrances Reclassified	Paid or Charged	Balance December 31, 2016	
				Funded	Unfunded				Funded	Unfunded
2014-10	Improvements to Lynwood Farms	6/11/2014	\$ 75,000.00	\$ -	\$ 9,062.99	\$ -	\$ -	\$ -	\$ -	\$ 9,062.99
2015-10	Improvements to Sewer Plant	7/8/2015	\$ 1,614,602.48	1,614,602.48	-	-	-	-	1,614,602.48	-
				<u>\$ 1,614,602.48</u>	<u>\$ 9,062.99</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,614,602.48</u>	<u>\$ 9,062.99</u>

TOWNSHIP OF MANSFIELD
SEWER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED
FOR THE YEAR ENDED DECEMBER 31, 2016

Ord. No.	Improvement Description	Ordinance		Balance Dec. 31, 2015	2016 Authorizations	Costs to Fixed Capital		Authorizations Canceled	Balance Dec. 31, 2016
		Date	Amount						
2014-10	Improvements to Lynwood Farms	6/11/2014	\$ 75,000.00	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00
			\$	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00

TOWNSHIP OF MANSFIELD
SEWER UTILITY CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED
FOR THE YEAR ENDED DECEMBER 31, 2016

Ord. No.	Improvement Description	Balance Dec. 31, 2015	2016 Authorizations	Funded by Budget	Bond		Bonds Issued	Balance Dec. 31, 2016
					Anticipation Notes Issued			
2014-10	Improvements to Lynwood Farms	\$ -	\$ -	\$ -	\$ -		-	\$ -
		\$ -	\$ -	\$ -	\$ -		-	\$ -

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PUBLIC ASSISTANCE FUND

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TOWNSHIP OF MANSFIELD
PUBLIC ASSISTANCE FUND
STATEMENT OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2016

	<u>Ref.</u>	<u>PATF I</u>	<u>PATF II</u>	<u>Fund Total</u>
Balance - December 31, 2015	E	\$ -	\$ 4,182.74	\$ 4,182.74
Increased by:				
Client Reimbursements		-		-
Interest on Investments		-		-
Interfunds Cleared		-		-
		-	4,182.74	4,182.74
Decreased by:				
Due To State of New Jersey		-		-
Public Assistance - 2016		-	5.00	5.00
Balance - December 31, 2016	E	\$ -	\$ 4,177.74	\$ 4,177.74

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GENERAL FIXED ASSETS ACCOUNT GROUP

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TOWNSHIP OF MANSFIELD
 GENERAL FIXED ASSETS ACCOUNT GROUP
 SCHEDULE OF CHANGE IN GENERAL FIXED ASSETS
 FOR THE YEAR ENDED DECEMBER 31, 2016

	Balance December 31, 2015		Additions		Deletions/ Adjustment		Balance December 31, 2016
Land and Buildings	\$ 19,238,163.83	\$	-	\$	1,184,848.83	\$	18,053,315.00
Equipment and Vehicles	5,035,447.00		285,679.00		497,811.00		4,823,315.00
Total	\$ 24,273,610.83	\$	285,679.00	\$	1,682,659.83	\$	22,876,630.00

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COUNTY OF BURLINGTON

PART II

**COMMENTS AND RECOMMENDATIONS
YEAR ENDED DECEMBER 31, 2016**

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The Honorable Mayor and Members of the
Township Committee
Township of Mansfield
County of Burlington
Columbus, New Jersey 08505

We have audited the financial statements of the Mansfield, Township in the County of Burlington for the year ended December 31, 2016.

Scope of Audit

The audit covered the financial transactions of the Treasurer, Tax Collector, and Sewer Utility Collector, the activities of the Mayor and Commissioners and the records of the various outside departments.

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

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

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

GENERAL COMMENTS

Contracts and Agreements Required to be Advertised by (N.J.S.A.40A:11-4)

N.J.S.A.40A:11-4 - Every contract or agreement, for the performance of any work or furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only by the governing body of the contracting unit after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other Law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate, \$40,000 for the period of January, 2016 to December 31, 2016, except by contract or agreement.

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

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

Inasmuch as the system of records did not provide for an accumulation of payments for categories for the performance of any work or the furnishing or hiring of any materials or supplies, the results of such an

Contracts and Agreements Required to be Advertised by (N.J.S.A.40A:11-4) (continued):

accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed.

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

Contracts and Agreements Requiring Solicitation of Quotations

The examination of expenditures did not reveal any individual payments, contracts or agreements in excess of \$6,000 for the period of January 1, 2016 to December 31, 2016, thereafter "for the performance of any work or the furnishing 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 provision of (*N.J.S.A.40A:11-6.1*).

Collection of Interest on Delinquent Taxes and Assessments

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

The governing body on January 4, 2016 adopted the following resolution authorizing interest to be charged on delinquent taxes:

“**BE IT RESOLVED** that the rate of interest to be charged for the nonpayment of taxes and water/sewer rents on the date when they become delinquent is hereby fixed as eight (8%) percent per annum of the first One Thousand Five Hundred Dollars (\$1,500.00) of the delinquency, and eighteen (18%) percent per annum on any amount in excess of One Thousand Five Hundred Dollars (\$1,500.00). The same to be calculated from the date of actual payment; provided, however, that no interest be charged if payment is made with ten (10) days after the date upon which same became payable.”

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

Delinquent Taxes and Tax Title Liens

The last tax sale was held on September 14, 2016 and was complete.

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

Delinquent Taxes and Tax Title Liens (continued):

YEAR	NUMBER OF LIENS
2016	18
2015	19
2014	17

Municipal Court

As part of the test of the municipal court records, no attempt was made to differentiate between fines due the Township, County, or State, or to pass upon the authenticity of the preparation and procedures for complaints issued.

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

Budget

Finding 2016-1:

One appropriation reserve line item was over expended at year end by \$1,701.

Recommendations:

Overexpenditures should be avoided.

Follow-up on Prior Year Findings

In accordance with government auditing standards, my procedures included a review of all prior year findings. Corrective action has been taken on all of the prior year findings except those marked above with an asterisk (*).

OFFICIALS IN OFFICE AND SURETY BONDS

The following officials were in office at December 31, 2016:

NAME	TITLE
Sean Gable	Mayor
Robert Semptimphelter	Deputy Mayor
Arthur R. Puglia	Committeeman
LaVerne Cholewa	Committeewoman
Robert J. Higgins	Committeeman
Michael Fitzpatrick	Township Administrator
Linda Semus	Township Clerk
Joseph P. Monzo	Chief Financial Officer/Treasurer
Bonnie Grouser	Deputy Treasurer
Elaine P. Fortin	Tax Collector/Tax Search Officer
Colleen Guarrera	Court Administrator
Dennis McInerney	Magistrate
Jeffery Burd	Tax Assessor
Jeffrey K. Jones	Construction Code Official
Michael H. Magee	Solicitor
Carroll Engineering	Engineer

There were Employee's Blanket Performance Bonds in the amount of \$1,000,000 for the Township employees and court personnel carried by the Burlington County Joint Insurance Fund.


Acknowledgment

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

Should you have any questions concerning our comments or recommendations, or should you desire any assistance in implementing our recommendations, please contact us.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P.C.

A handwritten signature in black ink, appearing to read "John J. Maley, Jr.", written in a cursive style.

John J. Maley, Jr.
Certified Public Accountant
Registered Municipal Accountant
CR 218

Bordentown, New Jersey
May 4, 2017

