

*Report of Audit*

*on the*

*Financial Statements*

*of the*

*Borough of Garwood*

*in the*

*County of Union*  
*New Jersey*

*for the*

*Year Ended*  
*December 31, 2015*



BOROUGH OF GARWOOD

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BOROUGH OF GARWOOD

PART I

INDEPENDENT AUDITOR'S REPORT ON  
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FINANCIAL STATEMENTS – REGULATORY BASIS - ALL FUNDS

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SUPPLEMENTARY SCHEDULES - ALL FUNDS

YEAR ENDED DECEMBER 31, 2015 AND 2014



# SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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## **INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and Members  
of the Borough Council  
Borough of Garwood  
County of Union  
Garwood, New Jersey 07027

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

We have audited the accompanying balance sheets - regulatory basis of the various individual funds and account group of the Borough of Garwood, as of December 31, 2015 and 2014, the related statement of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis and statement of expenditures - regulatory basis of the various individual funds for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the Borough's regulatory financial statements as listed in the table of contents.

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

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

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

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

## SUPLEE, CLOONEY & COMPANY

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

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

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

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

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

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

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the various individual funds and account group of the Borough of Garwood as of December 31, 2015 and 2014, or the results of its operations and changes in fund balance for the years then ended of the revenues or expenditures for the year ended December 31, 2015.

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

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

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## **Other Matters**

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Borough of Garwood's regulatory financial statements. The supplementary information and data and schedules of federal awards and state financial assistance listed in the table of contents as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey are presented for purposes of additional analysis and are not a required part of the regulatory financial statements.

The supplemental information and schedules listed above and also listed in the table of contents are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the regulatory financial statements. Such information has been subjected to the auditing procedures applied in the audit of the regulatory financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the regulatory financial statements or to the regulatory financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information listed and data in the table of contents, schedules of expenditures of federal awards and state financial assistance are fairly stated, in all material respects, in relation to the regulatory financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated April 25, 2016 on our consideration of the Borough of Garwood's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough of Garwood's internal control over financial reporting and compliance.

  
CERTIFIED PUBLIC ACCOUNTANTS

  
REGISTERED MUNICIPAL ACCOUNTANT NO. 50

April 25, 2016

CURRENT FUND

BOROUGH OF GARWOODCURRENT FUNDBALANCE SHEETS - REGULATORY BASIS

	<u>REF.</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2015</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2014</u>
<u>ASSETS</u>			
Cash	A-4	\$ 1,756,729.86	\$ 2,119,030.67
Cash - Change Fund Collector	A-12	150.00	150.00
Due State of New Jersey - Senior Citizens and Veterans Deductions	A-6	871.92	213.70
Grants Receivable	A-24	10,125.32	32,101.00
		<u>\$ 1,767,877.10</u>	<u>\$ 2,151,495.37</u>
Receivables with Full Reserves:			
Delinquent Property Taxes Receivable	A-7	\$ 238,725.99	\$ 229,748.57
Tax Title Liens Receivable	A-8	26,407.75	25,004.19
Property Acquired for Taxes - Assessed Value	A-9	17,974.00	17,974.00
Revenue Accounts Receivable	A-10	7,425.50	5,859.32
Interfunds Receivable	A-13	6,937.40	8,423.49
	A	<u>\$ 297,470.64</u>	<u>\$ 287,009.57</u>
Deferred Charges:			
Special Emergency N.J.S.A. 40A:4-55	A-26	\$ 52,950.00	\$ 107,877.80
		<u>\$ 52,950.00</u>	<u>\$ 107,877.80</u>
		<u>\$ 2,118,297.74</u>	<u>\$ 2,546,382.74</u>
		<u>\$ 2,118,297.74</u>	<u>\$ 2,546,382.74</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Liabilities:			
Appropriation Reserves	A-3:A-11	\$ 352,042.86	\$ 414,152.46
Accounts Payable	A-21	44,148.25	78,349.16
Reserve for Grants - Appropriated	A-20	51,149.41	11,634.07
Reserve for Grants - Unappropriated	A-23	1,847.11	9,985.20
Prepaid Taxes	A-16	167,817.23	40,444.70
Emergency Note Payable	A-27	52,950.00	70,601.00
School Taxes Payable	A-19	0.50	0.50
Interfunds Payable	A-13	417,265.79	737,265.79
County Taxes Payable	A-18	4,046.73	1,699.54
Reserve for Library State Aid	A-14	9,600.26	8,988.00
Reserve for Library	A-28	3,581.12	8,458.04
Reserve for Master Plan	A-25	1,143.50	4,608.50
Reserve for Tax Appeals	A-15	3,455.70	3,455.70
Reserve for Fire Official	A-22	4,656.79	4,918.11
		<u>\$ 1,113,705.25</u>	<u>\$ 1,394,560.77</u>
Reserve for Receivables	A	297,470.64	287,009.57
Fund Balance	A-1	<u>707,121.85</u>	<u>864,812.40</u>
		<u>\$ 2,118,297.74</u>	<u>\$ 2,546,382.74</u>

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

## BOROUGH OF GARWOOD

## CURRENT FUND

STATEMENTS OF OPERATIONS AND CHANGE  
IN FUND BALANCE - REGULATORY BASIS

	REF.	YEAR ENDED DECEMBER 31, 2015	YEAR ENDED DECEMBER 31, 2014
<u>REVENUE AND OTHER INCOME REALIZED</u>			
Fund Balance Utilized	A-2	\$ 598,500.00	\$ 468,500.00
Miscellaneous Revenue Anticipated	A-2	976,718.81	1,017,082.38
Receipts From Delinquent Taxes	A-2	229,748.57	378,252.68
Receipts From Current Taxes	A-2	17,124,747.73	16,521,956.32
Non-Budget Revenue	A-2	46,042.83	35,817.41
Other Credits to Income:			
Federal and State Grants Cancelled			0.66
Unexpended Balance of Appropriation Reserves	A-11	233,288.65	253,558.42
Miscellaneous Reserves Canceled			22,757.59
Interfunds Returned		1,486.09	
Tax Overpayments Canceled			2,151.14
<u>Total Income</u>		\$ <u>19,210,532.68</u>	\$ <u>18,700,076.60</u>
<u>EXPENDITURES</u>			
Budget Appropriations:			
Operations Within "CAPS"	A-3	\$ 5,395,728.00	\$ 5,325,394.44
Deferred Charges and Statutory			
Expenditures-Municipal	A-3	630,137.00	692,067.00
Operations Excluded From "CAPS"	A-3	970,530.27	912,898.28
Capital Improvement Fund	A-3	15,000.00	15,000.00
Municipal Debt Service	A-3	311,488.99	289,938.50
Deferred Charges	A-3	60,166.06	5,000.00
County Taxes	A-18	3,474,612.72	3,403,682.33
County Share of Added and Omitted Taxes	A-18	4,046.73	1,699.54
Local District School Tax	A-19	7,881,865.00	7,514,083.00
Interfunds Advanced			480.86
Prior Year Adjustment		19,786.93	
Senior Citizens Deduction Adjustment	A-6		15,955.62
Refund of Prior Year Revenue	A-4	6,361.53	1,506.69
<u>Total Expenditures</u>		\$ <u>18,769,723.23</u>	\$ <u>18,177,706.26</u>
Excess in Revenue		\$ 440,809.45	\$ 522,370.34
Adjustments to Income Before Fund Balance:			
Expenditures Included Above Which are by Statute			
Deferred Charges to Budget of Succeeding Year	A		76,410.00
Statutory Excess to Fund Balance		\$ 440,809.45	\$ 598,780.34
Fund Balance, January 1	A	864,812.40	734,532.06
		\$ <u>1,305,621.85</u>	\$ <u>1,333,312.40</u>
Decreased by:			
Utilized as Anticipated Revenue	A-1:A-2	598,500.00	468,500.00
Fund Balance, December 31	A	\$ <u>707,121.85</u>	\$ <u>864,812.40</u>

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

BOROUGH OF GARWOOD

CURRENT FUND

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

		<u>ANTICIPATED</u>			
	<u>REF.</u>	<u>BUDGET</u>	<u>SPECIAL N.J.S. 40A:4-87</u>	<u>REALIZED</u>	<u>EXCESS/ DEFICIT</u>
Fund Balance Appropriated	A-1	\$ 598,500.00		\$ 598,500.00	
Miscellaneous:					
Licenses:					
Alcoholic Beverage	A-10	\$ 19,000.00		\$ 19,350.00	\$ 350.00
Other	A-2	10,000.00		16,169.46	6,169.46
Fees and Permits:					
Other	A-2	32,000.00		47,705.24	15,705.24
Fines and Costs-Municipal Court	A-10	90,000.00		87,381.53	(2,618.47)
Interest and Costs on Taxes	A-5:A-10	65,000.00		44,239.80	(20,760.20)
Cable T.V. Franchise Tax	A-10	24,870.08		24,870.08	
Cable T.V. Franchise Tax-Verizon	A-10	41,215.63		41,215.63	
Sewer Flow Charges - Industrial Users	A-2	59,000.00		72,243.45	13,243.45
Consolidated Municipal Property Tax Relief Act	A-10	51,334.00		51,334.00	
Energy Receipts Tax	A-10	438,852.00		438,852.00	
Federal Bulletproof Vest	A-24	1,194.53		1,194.53	
Clean Communities Program	A-24		8,935.66	8,935.66	
Statewide Insurance	A-24		2,395.38	2,395.38	
Body Armor Replacement Fund	A-24	1,849.62		1,849.62	
Municipal Alliance on Alcoholism and Drug Abuse	A-24	14,202.00		14,202.00	
Kids Recreational Trust Fund Program	A-24	20,000.00		20,000.00	
Click it or Ticket	A-24		2,200.00	2,200.00	
Recycling Tonnage Grant	A-24	8,135.58		8,135.58	
Greening Union County	A-24		2,228.00	2,228.00	
Uniform Fire Safety Act	A-10	14,509.24		13,356.85	(1,152.39)
Reimbursement of Costs - Library	A-10	49,000.00		49,000.00	
Bulk Pick Up	A-10	9,000.00		9,860.00	860.00
	A-1	\$ 949,162.68	\$ 15,759.04	\$ 976,718.81	\$ 11,797.09
Receipts From Delinquent Taxes	A-1:A-7	\$ 225,000.00		\$ 229,748.57	\$ 4,748.57
Property Tax for Support of Municipal Budget					
Appropriations-Local Tax for Municipal Purposes	A-2:A-7	\$ 5,784,984.09		\$ 5,950,778.76	\$ 165,794.67
Minimum Library Tax	A-2:A-7	213,444.52		213,444.52	
		\$ 5,998,428.61		\$ 6,164,223.28	\$ 165,794.67
<u>Budget Totals</u>		\$ 7,771,091.29	\$ 15,759.04	\$ 7,969,190.66	\$ 182,340.33
Non-Budget Revenues	A-1:A-2			46,042.83	46,042.83
		\$ 7,771,091.29	\$ 15,759.04	\$ 8,015,233.49	\$ 228,383.16
	<u>REF.</u>	A-3	A-3		

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

BOROUGH OF GARWOOD

CURRENT FUND

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

	<u>REF.</u>	
Allocation of Current Tax Collections:		
Revenue From Collections	A-1:A-7	\$ 17,124,747.73
Allocated to:		
School and County Taxes		<u>11,360,524.45</u>
Support of Municipal Budget Appropriations		\$ 5,764,223.28
Add: Appropriation Reserve for Uncollected Taxes	A-3	<u>400,000.00</u>
Amount for Support of Municipal Budget Appropriations	A-2	\$ <u>6,164,223.28</u>
Licenses:		
Clerk	A-10	\$ 5,070.03
Board of Health	A-10	11,000.43
Registrar of Vital Statistics	A-10	<u>99.00</u>
	A-2	\$ <u>16,169.46</u>
Fees and Permits Other:		
Police Department	A-10	\$ 1,665.00
Fire Department	A-10	14,999.00
Registrar of Vital Statistics	A-10	2,645.00
Clerk	A-10	<u>28,496.24</u>
		\$ 47,805.24
Less: Refunds	A-4	100.00
	A-2	\$ <u>47,705.24</u>
Sewer Flow Charges	A-10	\$ <u>72,243.45</u>
	A-2	\$ <u>72,243.45</u>

ANALYSIS OF NON-BUDGET REVENUE

Miscellaneous Revenue Not Anticipated:		
Interest on Investments		\$ 5,995.49
Miscellaneous		39,190.68
Senior Citizens and Veterans Administrative Fee		<u>856.66</u>
	A-2:A-4	\$ <u>46,042.83</u>

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

BOROUGH OF GARWOOD

CURRENT FUND

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

OPERATIONS WITHIN "CAPS"	APPROPRIATIONS		EXPENDED		UNEXPENDED BALANCE CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<b>GENERAL GOVERNMENT</b>					
Administrative and Executive:					
Salaries and Wages	\$ 94,200.00	\$ 95,985.00	\$ 93,954.93	\$ 2,030.07	\$
Other Expenses	20,400.00	20,400.00	17,670.06	2,729.94	
Mayor and Council:					
Salaries and Wages	10,800.00	10,750.00	10,425.00	325.00	
Other Expenses	1,500.00	1,550.00	1,540.35	9.65	
Municipal Clerk:					
Salaries and Wages	98,000.00	99,600.00	98,904.01	695.99	
Other Expenses	11,500.00	11,500.00	11,437.45	62.55	
Financial Administration (Treasury):					
Salaries and Wages	76,640.00	82,540.00	80,491.75	2,048.25	
Other Expenses	7,950.00	7,950.00	6,792.69	1,157.31	
Audit Services	45,250.00	45,250.00	45,250.00		
Elections:					
Other Expenses	3,850.00	3,850.00	3,757.87	92.13	
Computer & Data Processing:					
Other Expenses	23,845.00	24,654.94	22,914.77	1,740.17	
Assessment of Taxes:					
Salaries and Wages	13,100.00	13,100.00	13,058.04	41.96	
Other Expenses	16,155.00	6,155.00	1,798.92	4,356.08	
Revenue Administration (Tax Collection):					
Salaries and Wages	56,000.00	56,400.00	55,173.62	1,226.38	
Other Expenses	4,200.00	4,200.00	3,354.38	845.62	
Legal Services and Costs:					
Salaries and Wages					
Other Expenses - Miscellaneous	59,495.00	78,495.00	65,055.26	13,439.74	
Other Expenses - Litigation	20,000.00	20,000.00	20,000.00		
Engineering Services and Costs:					
Salaries and Wages	14,495.00	14,495.00	14,495.00		
Other Expenses	3,000.00	3,000.00	2,100.00	900.00	
Municipal Court:					
Salaries and Wages	86,000.00	86,800.00	84,595.59	2,204.41	
Other Expenses	8,550.00	8,550.00	5,363.17	3,186.83	
Public Grounds and Buildings:					
Other Expenses	91,500.00	96,800.00	92,094.63	4,705.37	
Other Expenses - Sports and Recreation Complex	19,516.00	18,706.06	17,746.28	959.78	
Planning Board:					
Salaries and Wages	14,288.00	14,603.00	14,601.39	1.61	
Other Expenses	28,750.00	28,750.00	23,742.11	5,007.89	
Shade Tree Commission:					
Salaries and Wages	4,000.00	4,000.00	4,000.00		
Other Expenses	24,500.00	24,500.00	22,636.50	1,863.50	
Insurance:					
Group Insurance Plan for Employees	981,000.00	981,000.00	925,887.97	55,112.03	
Workers' Compensation Insurance	117,353.00	117,353.00	117,353.00		
Other Insurance	136,975.00	136,975.00	136,235.00	740.00	
<b>PUBLIC SAFETY</b>					
Fire:					
Salaries and Wages	1,000.00	1,000.00	1,000.00		
Fire Hydrant Service	59,000.00	59,000.00	54,887.19	4,112.81	
Miscellaneous	62,350.00	62,350.00	52,500.39	9,849.61	
Uniform Fire Safety Act (P.L. 1983 Ch.383)-Fire Official:					
Salaries and Wages	19,000.00	19,000.00	16,378.00	2,622.00	
Other Expenses	7,000.00	7,000.00	3,499.85	3,500.15	
Police:					
Salaries and Wages	1,781,000.00	1,783,200.00	1,757,259.80	25,940.20	
Other Expenses	114,100.00	114,100.00	97,595.96	16,504.04	
Emergency Management Services:					
Salaries and Wages	1,500.00	1,500.00	1,301.50	198.50	
Other Expenses	300.00	300.00		300.00	
First Aid Organization Contribution	9,000.00				
Municipal Prosecutor:					
Other Expenses	9,600.00	9,600.00	9,600.00		
<b>STREETS AND ROADS</b>					
Road Repairs and Maintenance:					
Salaries and Wages	620,000.00	586,000.00	527,900.34	58,099.66	
Other Expenses	80,800.00	97,500.00	86,510.48	8,989.52	
Snow Removal:					
Other Expenses	17,500.00	6,000.00	880.00	5,120.00	
Street Lighting	90,000.00	90,000.00	78,156.55	11,843.45	

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

BOROUGH OF GARWOOD

CURRENT FUND

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

	APPROPRIATIONS		EXPENDED		UNEXPENDED BALANCE CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<u>OPERATIONS WITHIN "CAPS" (CONTINUED)</u>					
<u>SANITATION</u>					
Sewer System:					
Other Expenses	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$	\$
Sanitary Landfill Dumping Fees:					
Other Expenses	141,500.00	165,000.00	149,000.97	15,999.03	
<u>HEALTH AND WELFARE</u>					
Board of Health:					
Salaries and Wages	7,500.00	7,500.00	7,499.96	0.04	
Other Expenses	50,766.00	50,766.00	49,984.37	781.63	
Dog Regulation:					
Other Expenses	4,500.00	4,500.00	4,500.00		
<u>RECREATION AND EDUCATION</u>					
Board of Recreation Commission (40:12-1):					
Salaries and Wages	28,000.00	28,000.00	18,715.20	9,284.80	
Other Expenses	13,400.00	13,400.00	11,717.02	1,682.98	
Senior Citizens Recreation:					
Salaries and Wages	13,500.00	13,500.00	12,778.91	721.09	
Other Expenses	4,100.00	4,100.00	2,030.00	2,070.00	
Celebration of Public Events, Anniversary or Holiday:					
Other Expenses	2,450.00	2,450.00	1,991.36	458.64	
<u>UNCLASSIFIED</u>					
Salary Adjustment	13,000.00				
Retirement and Accumulated Leave Compensation	15,000.00	15,000.00	8,885.82	6,114.18	
<u>UTILITIES</u>					
Telephone	23,000.00	23,000.00	21,396.73	1,603.27	
Other Utilities	44,000.00	44,000.00	41,147.17	2,852.83	
Gas and Oil	68,000.00	68,000.00	40,230.30	27,769.70	
Contingent	1,000.00	1,000.00	458.51	541.49	
<u>TOTAL OPERATIONS (INCLUDING CONTINGENT) WITHIN "CAPS"</u>	<u>\$ 5,395,728.00</u>	<u>\$ 5,395,728.00</u>	<u>\$ 5,073,286.12</u>	<u>\$ 322,441.88</u>	<u>\$</u>
<u>DEFERRED CHARGES AND STATUTORY EXPENDITURES-MUNICIPAL WITHIN "CAPS"</u>					
Statutory Expenditures:					
Contribution to:					
Social Security System (O.A.S.I.)	155,250.00	155,250.00	145,996.57	9,253.43	
Police and Firemen's Retirement System of New Jersey	315,442.00	315,442.00	315,442.00		
Public Employees' Retirement System	144,445.00	144,445.00	143,895.00	550.00	
State Unemployment Insurance	15,000.00	15,000.00	15,000.00		
<u>TOTAL DEFERRED CHARGES AND STATUTORY EXPENDITURES-MUNICIPAL WITHIN "CAPS"</u>	<u>\$ 630,137.00</u>	<u>\$ 630,137.00</u>	<u>\$ 620,333.57</u>	<u>\$ 9,803.43</u>	<u>\$</u>
<u>TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"</u>	<u>\$ 6,025,865.00</u>	<u>\$ 6,025,865.00</u>	<u>\$ 5,693,619.69</u>	<u>\$ 332,245.31</u>	<u>\$</u>
<u>OTHER OPERATIONS-EXCLUDED FROM "CAPS"</u>					
Sanitation:					
Sewerage Authority-Service Charges-Contractual	\$ 621,794.00	\$ 621,794.00	\$ 621,794.00	\$	\$
Maintenance of Free Public Library	213,445.00	213,445.00	197,791.96	15,653.04	
Hurricane Sandy - Special Emergency					
Length of Service Award Program (LOSAP)	40,600.00	40,600.00	39,543.00	1,057.00	
Tax Appeals Pending	20,000.00	20,000.00	16,912.49	3,087.51	
County Share	14,202.00	14,202.00	14,202.00		
Local Share	3,550.50	3,550.50	3,550.50		
Body Armor Grant	1,849.62	1,849.62	1,849.62		
UC Kids Recreation Trust Fund Program	20,000.00	20,000.00	20,000.00		
UC Kids Recreation Trust Fund Program-Local Share	10,000.00	10,000.00	10,000.00		
Recycling Tonnage Grant	8,135.58	8,135.58	8,135.58		
Federal Bulletproof Vest	1,194.53	1,194.53	1,194.53		
Clean Communities Grant (40A:4-87 + \$8,935.66)		8,935.66	8,935.66		
Greening Union County Grant Program (40A:4-87 + \$2,228.00)		2,228.00	2,228.00		
Click It or Ticket It (40A:4-87 + \$2,200.00)		2,200.00	2,200.00		
Statewide Insurance Fund AED Units (40A:4-87 + \$2,395.38)		2,395.38	2,395.38		
<u>TOTAL OPERATIONS-EXCLUDED FROM "CAPS"</u>	<u>\$ 954,771.23</u>	<u>\$ 970,530.27</u>	<u>\$ 950,732.72</u>	<u>\$ 19,797.55</u>	<u>\$</u>

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

BOROUGH OF GARWOOD

CURRENT FUND

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

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
<u>CAPITAL IMPROVEMENT FUND</u>	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$	
<u>MUNICIPAL DEBT SERVICE EXCLUDED FROM "CAPS"</u>					
Payment of Bond Principal	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	\$	
Payment of Bond Anticipation Notes and Capital Notes	130,735.00	130,735.00	130,735.00		
Interest on Bonds	37,751.00	37,751.00	34,113.50		3,637.50
Interest on Notes	16,300.00	16,300.00	16,139.12		160.88
Green Trust Loan Program:					
Loan Repayments for Principal and Interest	35,503.00	35,503.00	35,501.37		1.63
<u>TOTAL MUNICIPAL DEBT SERVICE EXCLUDED FROM "CAPS"</u>	<u>315,289.00</u>	<u>315,289.00</u>	<u>311,488.99</u>		<u>3,800.01</u>
<u>DEFERRED CHARGES MUNICIPAL - EXCLUDED FROM "CAPS"</u>					
Deferred Changes:					
Special Emergency Authorizations - 5 Years	37,276.80	37,276.80	37,276.80		
Emergency Authorizations	17,651.00	17,651.00	17,651.00		
<u>DEFERRED CHARGES</u>					
Deferred Charges to Future Taxation Unfunded:					
Ordinance # 94-20	5,000.00	5,000.00	5,000.00		
Ordinance # 07-24	0.73	0.73	0.73		
Ordinance # 07-30	124.40	124.40	124.40		
Ordinance # 08-19	1.75	1.75	1.75		
Ordinance # 12-16	64.86	64.86	64.86		
Ordinance # 13-13	46.52	46.52	46.52		
<u>TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES EXCLUDED FROM "CAPS"</u>	<u>1,345,226.29</u>	<u>1,360,985.33</u>	<u>1,337,387.77</u>	<u>19,797.55</u>	<u>3,800.01</u>
<u>SUB-TOTAL GENERAL APPROPRIATIONS RESERVE FOR UNCOLLECTED TAXES</u>	<u>7,371,091.29</u>	<u>7,386,850.33</u>	<u>7,031,007.46</u>	<u>352,042.86</u>	<u>3,800.01</u>
<u>RESERVE FOR UNCOLLECTED TAXES</u>	<u>400,000.00</u>	<u>400,000.00</u>	<u>400,000.00</u>		
<u>TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL</u>	<u>\$ 7,771,091.29</u>	<u>\$ 7,786,850.33</u>	<u>\$ 7,431,007.46</u>	<u>\$ 352,042.86</u>	<u>\$ 3,800.01</u>
	<u>REF.</u>	<u>A-2</u>	<u>A-1</u>	<u>A:A-1</u>	
Appropriation by 40A:4-87	A-2	\$ 15,759.04			
Budget	A-3	7,771,091.29			
		\$ 7,786,850.33			
Reserve for Federal and State Programs Appropriated	A-20		\$ 74,691.27		
Reserve for Uncollected Taxes	A-2		400,000.00		
Accounts Payable	A-21		44,148.25		
Severance Liability - Special Emergency	A-26		17,651.00		
Roof Repair/Traffic Light - Special Emergency	A-26		37,276.80		
Disbursed	A-4		7,188,840.20		
			\$ 7,762,607.52		
Less: Refunds	A-4		331,600.06		
			\$ 7,431,007.46		

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

TRUST FUND

"B"

BOROUGH OF GARWOOD

TRUST FUND

BALANCE SHEETS - REGULATORY BASIS

	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2015</u>	<u>BALANCE DECEMBER 31, 2014</u>
<u>ASSETS</u>			
Assessment Fund:			
Cash	B-2:B-3	\$ 4,657.39	\$ 690.00
Animal Control Fund:			
Cash	B-2	\$ 5,769.07	\$ 4,616.07
Other Funds:			
Cash	B-2	\$ 357,027.99	\$ 294,994.86
Petty Cash	B-14	250.00	50.00
Community Development Block Grant Receivable	B-4	18,450.00	17,442.00
		\$ 375,727.99	\$ 312,486.86
		\$ 386,154.45	\$ 317,792.93
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Assessment Fund:			
Fund Balance	B-1	\$ 4,657.39	\$ 690.00
Animal Control Fund:			
Reserve for Expenditures	B-5	\$ 5,769.07	\$ 4,616.07
Other Funds:			
Due Current Fund	B-12	\$ 6,937.40	\$ 8,423.49
Reserve For:			
Community Development Block Grant	B-7	11,512.60	9,018.51
State Unemployment Insurance	B-8	31,504.10	34,084.87
Miscellaneous Deposits	B-9	318,589.37	254,029.22
Due State of New Jersey - Registrar Fees	B-10	175.00	125.00
Payroll Deductions Payable	B-11	4,759.84	4,556.09
Flexible Spending	B-13	2,249.68	2,249.68
		\$ 375,727.99	\$ 312,486.86
		\$ 386,154.45	\$ 317,792.93

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

"B-1"

BOROUGH OF GARWOOD

TRUST FUND

STATEMENT OF FUND BALANCE - REGULATORY BASIS  
ASSESSMENT TRUST FUND

REF.

Balance, December 31, 2014		\$	690.00
Increased by:			
Collections	B-2	\$	<u>3,967.39</u>
			<u>4,657.39</u>
Balance, December 31, 2015	B	\$	<u><u>4,657.39</u></u>

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

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GENERAL CAPITAL FUND

BOROUGH OF GARWOODGENERAL CAPITAL FUNDBALANCE SHEETS - REGULATORY BASIS

	<u>REF.</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2015</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2014</u>
<u>ASSETS</u>			
Cash	C-2:C-3	\$ 105,774.30	\$ 20,530.68
Due Current Fund	C-4	417,265.79	737,265.79
State Aid Receivable	C-11	294,736.70	436,537.46
County Grants Receivable	C-12	32,500.00	
Deferred Charges to Future Taxation:			
Funded	C-5	3,382,712.53	760,916.00
Unfunded	C-6	<u>340,125.08</u>	<u>3,173,571.81</u>
		<u>\$ 4,573,114.40</u>	<u>\$ 5,128,821.74</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
General Serial Bonds	C-9	\$ 2,836,000.00	\$ 190,000.00
Bond Anticipation Notes	C-10	229,800.00	3,065,392.00
Green Acres Loan Payable	C-13	546,712.53	570,916.00
Improvement Authorizations:			
Funded	C-8	411,344.49	167,675.96
Unfunded	C-8	195,194.02	790,662.77
Reserve for County of Union Grants	C-14	50,000.00	50,000.00
Capital Improvement Fund	C-7	219,770.35	238,470.35
Fund Balance	C-1	<u>84,293.01</u>	<u>55,704.66</u>
		<u>\$ 4,573,114.40</u>	<u>\$ 5,128,821.74</u>

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

"C-1"

BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>REF.</u>		
Balance, December 31, 2014	C		\$ 55,704.66
Increased by:			
Premium on Bond Anticipation Notes Issued	C-2	\$ 27,410.00	
Accrued Interest Income	C-2	<u>1,178.35</u>	
	C-2		<u>28,588.35</u>
Balance, December 31, 2015	C		\$ <u>84,293.01</u>

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

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PUBLIC ASSISTANCE TRUST FUND

BOROUGH OF GARWOOD  
PUBLIC ASSISTANCE TRUST FUND  
BALANCE SHEETS - REGULATORY BASIS

	<u>REF.</u>	BALANCE DECEMBER <u>31, 2015</u>	BALANCE DECEMBER <u>31, 2014</u>
<u>ASSETS</u>			
Cash - Public Assistance Trust Fund I	E-1	\$ <u>1,372.80</u>	\$ <u>1,372.80</u>
<u>LIABILITIES AND RESERVES</u>			
Reserve for Public Assistance: Public Assistance Trust Fund I		\$ <u>1,372.80</u>	\$ <u>1,372.80</u>
	E-1	\$ <u>1,372.80</u>	\$ <u>1,372.80</u>

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

GENERAL FIXED ASSETS ACCOUNT GROUP

BOROUGH OF GARWOOD

GENERAL FIXED ASSETS ACCOUNT GROUP

BALANCE SHEETS - REGULATORY BASIS

	BALANCE DECEMBER <u>31, 2015</u>	BALANCE DECEMBER <u>31, 2014</u>
General Fixed Assets:		
Land and Land Improvements	\$ 2,033,000.00	\$ 2,033,000.00
Buildings	1,599,992.00	1,599,992.00
Vehicles	2,780,417.58	2,765,252.02
Machinery and Equipment	<u>1,668,870.28</u>	<u>1,608,099.44</u>
<u>Total General Fixed Assets</u>	\$ <u>8,082,279.86</u>	\$ <u>8,006,343.46</u>
Investments in General Fixed Assets	\$ <u>8,082,279.86</u>	\$ <u>8,006,343.46</u>

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

NOTES TO FINANCIAL STATEMENTS

BOROUGH OF GARWOOD

NOTES TO FINANCIAL STATEMENTS  
FISCAL YEAR ENDED DECEMBER 31, 2015 AND 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Borough of Garwood is an instrumentality of the State of New Jersey, established to function as a municipality. The Borough Council consists of elected officials and is responsible for the fiscal control of the Borough.

Except as noted below, the financial statements of the Borough of Garwood include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Borough of Garwood, as required by N.J.S.A. 40A:5-5. Accordingly, the financial statements of the Borough of Garwood do not include the operations of the local Board of Education, inasmuch as their activities are administered by a separate board.

B. Description of Funds

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. GASB codification establishes three fund types and two account groups to be used by general purpose governmental units when reporting financial position and results of operations in accordance with U.S. Generally Accepted Accounting Principles (GAAP).

The accounting policies of the Borough of Garwood 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 financial transactions and accounts of the Borough of Garwood are organized on the basis of funds and an account group which is different from the fund structure required by U.S. GAAP. A fund or account group is an accounting entity with a separate set of self-balancing accounts established to record the financial position and results of operation of a specific government activity. As required by the Division of Local Government Services the Borough accounts for its financial transactions through the following individual funds and account group:

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Description of Funds (Continued)

Current Fund - resources and expenditures for governmental operations of a 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.

Public Assistance Fund - receipt and disbursement of funds that provide assistance to certain residents of the Borough pursuant to Title 44 of New Jersey statutes.

General Fixed Assets Account Group - utilized to account for property, land, buildings and equipment that has been acquired by other governmental funds.

C. Basis of Accounting

The accounting principles and practices prescribed for municipalities by the State of New Jersey differ in certain respects from generally accepted accounting principles applicable to local government units. The more significant accounting policies and differences in the State of New Jersey are as follows:

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

Revenues - are recorded when received in cash except for certain amounts which are due from other governmental units. Federal and State grants are realized as revenue when anticipated in the Borough's budget. Receivables for property taxes are recorded with offsetting reserves on the balance sheet of the Borough's Current Fund; accordingly, such amounts are not recorded as revenue until collected. Other amounts that are due the Borough, which are susceptible to accrual, are also recorded as receivables with offsetting reserves and recorded as revenue when received. GAAP requires revenues to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Expenditures - are recorded on the "budgetary" basis of accounting. General 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 Borough's regulatory Appropriation Reserve balance. Appropriation reserves covering unexpended appropriation balances are automatically created at December 31st of each year and recorded as liabilities, except for amounts which may be canceled by the governing body. Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income. Appropriations for principal payments on outstanding general capital bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis.

Encumbrances - Contractual orders, at December 31, are reported as expenditures through the establishment of encumbrances payable. Under GAAP, encumbrances outstanding at year end are reported as reservations of fund balance because they do not constitute expenditures or liabilities.

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 Assets Account Group at its market value.

Sale of Municipal Assets - The proceeds from the sale of municipal assets can be held in a reserve until anticipated as a revenue in a future budget. GAAP requires such proceeds to be recorded as a revenue in the year of sale.

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 an offsetting reserve.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

General Fixed Assets - 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, requires the inclusion of a statement of general fixed assets of the Borough as part of its basic financial statements. General fixed assets are defined as non-expendable personal and real property having a physical existence, a useful life of more than one year and an acquisition cost of \$2,000.00 or more per unit. 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. The Borough has developed a fixed assets accounting and reporting system based on an inspection and appraisal prepared by the Borough.

Fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Estimated historical cost for land acquired before 1986 is the assessed value determined at the last revaluation prior to December 31, 1985.

General fixed assets that have been acquired and are utilized in a governmental fund operation are accounted for in the General Fixed Asset Account Group rather than in a governmental fund. No depreciation has been provided on general fixed assets or reported 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.

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 the cost of inventories to be reported as a current asset and equally offset by a fund balance reserve.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Accounting and Financial Reporting for Pensions - In June 2012, the Governmental Accounting Standards Board (GASB) approved Statement No. 68 Accounting and financial reporting for pensions administered by state and local government employers. This Statement improves accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local government employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision useful information, supporting assessments of accountability and interperiod equity, and creating additional transparency. This Statement replaces the requirement of Statement No. 27, *Accounting for Pension by State and Local Governmental Employers*, as well as the requirements of Statement No. 50, *Pension Disclosures*, as they relate to pensions that are provided through pension plans administered as trusts or equivalent arrangements that meet certain criteria. The requirements of Statements 27 and 50 remain applicable for pensions that are not covered by the scope of this Statement. This statement is effective for periods beginning after June 15, 2014.

In November of 2013, GASB approved Statement 71, Pension Transition for Contributions made Subsequent to the Measurement Date-an amendment to GASB No. 68. The objective of this Statement is to address an issue regarding application of the transition provisions of Statement No. 68, Accounting and Financial Reporting for Pensions. The issue relates to amounts associated with contributions, if any, made by a state or local government employer or non-employer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability.

Statement 68 requires a state or local government employer (or non-employer contributing entity in a special funding situation) to recognize a net pension liability measured as of a date (the measurement date) no earlier than the end of its prior fiscal year. If a state or local government employer or non-employer contributing entity makes a contribution to a defined benefit pension plan between the measurement date of the reported net pension liability and the end of the government's reporting period, Statement 68 requires that the government recognize its contribution as a deferred outflow of resources.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Accounting and Financial Reporting for Pensions (Continued)

In addition, Statement 68 requires recognition of deferred outflows of resources and deferred inflows of resources for changes in the net pension liability of a state or local government employer or non-employer contributing entity that arise from other types of events.

At transition to Statement 68, if it is not practical for an employer or non-employer contributing entity to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, paragraph 137 of Statement 68 required that beginning balances for deferred outflows of resources and deferred inflows of resources not be reported. Consequently, if it is not practical to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, contributions made after the measurement date of the beginning net pension liability could not have been reported as deferred outflows of resources at transition. This could have resulted in a significant understatement of an employer or non-employer contributing entity's beginning net position and expense in the initial period of implementation.

This Statement amends paragraph 137 of Statement 68 to require that, at transition, a government recognize a beginning deferred outflow of resources for its pension contributions, if any, made subsequent to the measurement date of the beginning net pension liability. Statement 68, as amended, continues to require that beginning balances for other deferred outflows of resources and deferred inflows of resources related to pensions be reported at transition only if it is practical to determine all such amounts.

Under GAAP, municipalities are required to recognize the pension liability in Statements of Revenues, Expenses, Changes in Net Assets (balance sheets) and Notes to the Financial Statements in accordance with GASB 68. The liability required to be displayed by GASB 68 is displayed as a separate line item in the Unrestricted Net Assets area of the balance sheet.

New Jersey's municipalities and counties do not follow GAAP accounting principles and, as such, do not follow GASB requirements with respect to recording the net pension liability as a liability on their balance sheets. However, N.J.A.C.5:30 6.1(c)(2) requires municipalities to disclose GASB 68 information in the Notes to the Financial Statements. The disclosure must meet the requirements of GASB 68.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Basic Financial Statements

The GASB codification also defines the financial statements of a governmental unit to be presented in the general purpose financial statements to be in accordance with GAAP. The Borough presents the financial statements listed in the table of contents of the "Requirements of Audit and Accounting Revision of 1987" as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and which differ from financial statements required by GAAP.

NOTE 2: CASH AND CASH EQUIVALENTS

The Borough considers change funds, cash in banks, deposits in the New Jersey Cash Management Fund and Certificates of Deposit as cash and cash equivalents.

A. Deposits

New Jersey statutes permit the deposit of public funds in institutions which are located in New Jersey and which meet the requirements of the Governmental Unit Deposit Protection Act (GUDPA) or the State of New Jersey Cash Management Fund. GUDPA requires a bank that accepts public funds to be a public depository. A public depository is defined as a state bank, a national bank, or a savings bank, which is located in the State of New Jersey, the deposits of which are insured by the Federal Deposit Insurance Corporation. The statutes also require public depositories to maintain collateral for deposits of public funds that exceed certain insurance limits. All collateral must be deposited with the Federal Reserve Bank or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.00.

The Borough of Garwood had the following cash and cash equivalents at December 31, 2015:

<u>Fund Type</u>	<u>Bank Balance</u>	<u>Deletions</u>	<u>Reconciled Balance</u>
Current Fund	\$1,793,787.39	\$37,057.53	\$1,756,729.86
Animal Control Trust Fund	5,774.47	5.40	5,769.07
Assessment Trust Fund	4,657.39		4,657.39
Other Trust Fund	359,048.87	2,020.88	357,027.99
General Capital Fund	145,226.81	39,452.51	105,774.30
Public Assistance Fund	1,372.80		1,372.80
	<u>\$2,309,867.73</u>	<u>\$78,536.32</u>	<u>\$2,231,331.41</u>

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

A. Deposits (Continued)

Custodial Credit Risk - Deposits - Custodial credit risk is the risk that in the event of a bank failure, the deposits may not be returned. The Borough does not have a specific deposit policy for custodial credit risk other than those policies that adhere to the requirements of statute. As of December 31, 2015, based upon the coverage provided by FDIC and NJGUDPA, no amount of the bank balance was exposed to custodial credit risk. Of the cash on balance in the bank, \$304,273.59 was covered by Federal Depository Insurance, \$1,986,469.77 was covered under the provisions of NJGUDPA and \$19,124.37 was on deposit with the New Jersey Cash Management Fund which is considered an investment pool and is not insured by FDIC or GUDPA.

B. Investments

The purchase of investments by the Borough are strictly limited by the express authority of the New Jersey Local Fiscal Affairs Law, N.J.S.A. 40A:5-15.1. Permitted investments include any of the following type of securities:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
2. Government money market mutual funds which are purchased from an investment company or investment trust which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. 80a-1 et seq., and operated in accordance with 17 C.F.R. § 270.2a-7 and which portfolio is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. § 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. These funds are also required to be rated by a nationally recognized statistical rating organization.
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located.

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

B. Investments (Continued)

5. Bonds or other obligations, having a maturity date not more than 397 days from date of purchase, approved by the Division of Investment of the Department of Treasury for investment by Local Units;
6. Local government investment pools that are fully invested in U.S. Government securities that meet the definition of eligible security pursuant to 17 C.F.R. § 270a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. This type of investment is also required to be rated in the highest category by a nationally recognized statistical rating organization.
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 c.52:18A-90.4); or
8. Agreements for the repurchase of fully collateralized securities if:
  - a. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection;
  - b. the custody of collateral is transferred to a third party;
  - c. the maturity of the agreement is not more than 30 days;
  - d. the underlying securities are purchased through a public depository as defined in section 1 P.L. 1970, c.236 c.17:19-41); and
  - e. a master repurchase agreement providing for the custody and security of collateral is executed.

As of December 31, 2015, the Borough has \$19,124.37 on deposit with the New Jersey Cash Management Fund. Based upon the limitations set forth by New Jersey Statutes 40A:5-15.1 and existing investment practices of the Investment Council of the New Jersey Cash Management Fund, the Borough is generally not exposed to credit risks, custodial credit risks, concentration of credit risks and interest rate risks for its investments nor is it exposed to foreign currency risk for its deposits and investments.

NOTE 3: MUNICIPAL DEBT

The Local Bond Law, Chapter 40A:2, governs the issuance of bonds to finance general municipal capital expenditures. All bonds are retired in annual installments within the regulatory period of usefulness. All bonds issued by the Borough are general obligation bonds, backed by the full faith and credit of the Borough. Bond Anticipation Notes, which are issued to temporarily finance capital projects, shall mature and be paid off within ten years or financed by the issuance of bonds.

SUMMARY OF MUNICIPAL DEBT (EXCLUDING CURRENT OPERATING DEBT AND TYPE II SCHOOL DEBT)

	<u>YEAR 2015</u>	<u>YEAR 2014</u>	<u>YEAR 2013</u>
Issued:			
General:			
Bonds, Notes and Loans	\$ 3,065,800.00	\$ 3,255,392.00	\$ 3,442,117.00
Green Trust Loans	546,712.53		
Net Debt Issued	<u>\$ 3,612,512.53</u>	<u>\$ 3,255,392.00</u>	<u>\$ 3,442,117.00</u>
<u>Authorized But Not Issued</u>			
General:			
Bonds and Notes	\$ 110,325.08	\$ 108,179.81	\$ 684,095.81
Net Bonds and Notes Issued and and Authorized But Not Issued	<u>\$ 3,722,837.61</u>	<u>\$ 3,363,571.81</u>	<u>\$ 4,126,212.81</u>

SUMMARY OF REGULATORY DEBT CONDITION  
(ANNUAL DEBT STATEMENT AS OF DECEMBER 31, 2015)

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a regulatory net debt of .585%.

	<u>GROSS DEBT</u>	<u>DEDUCTIONS</u>	<u>NET DEBT</u>
Local School District Debt	\$ 6,760,765.00	\$ 6,760,765.00	\$ -0-
General Debt	<u>3,722,837.61</u>		<u>3,722,837.61</u>
	<u>\$ 10,483,602.61</u>	<u>\$ 6,760,765.00</u>	<u>\$ 3,722,837.61</u>

NET DEBT \$3,722,837.61 DIVIDED BY EQUALIZED VALUATION BASIS PER N.J.S.A. 40A:2-2, AS AMENDED, \$636,831,176.33 EQUALS .585%.

NOTE 3: MUNICIPAL DEBT (CONTINUED)

BORROWING POWER UNDER N.J.S.40A:2-6 AS AMENDED

Equalized Valuation Basis* - December 31, 2015	\$636,831,176.33
3-1/2 of Equalized Valuation Basis	22,289,091.17
Net Debt	<u>3,722,837.61</u>
Remaining Borrowing Power	<u><u>\$18,566,253.56</u></u>

\*Equalized Valuation Basis is the average of the equalized valuation of real estate, including improvements and the assessed valuation of Class II Railroad Property of the Borough of Garwood for the last three (3) preceding years.

SCHEDULE OF ANNUAL DEBT SERVICE FOR PRINCIPAL AND INTEREST FOR BONDED DEBT ISSUED AND OUTSTANDING AS OF DECEMBER 31, 2015

CALENDAR YEAR	GENERAL CAPITAL		TOTAL
	PRINCIPAL	INTEREST	
2016	\$ 230,000.00	\$ 5,825.00	\$ 235,825.00
2017	240,000.00	3,600.00	243,600.00
2018	250,000.00	3,750.00	253,750.00
2019	260,000.00	5,200.00	265,200.00
2020	260,000.00	5,200.00	265,200.00
2021	260,000.00	5,200.00	265,200.00
2022	260,000.00	5,200.00	265,200.00
2023	270,000.00	5,400.00	275,400.00
2024	270,000.00	5,400.00	275,400.00
2025	270,000.00	5,400.00	275,400.00
2026	<u>266,000.00</u>	<u>6,650.00</u>	<u>272,650.00</u>
	<u>\$ 2,836,000.00</u>	<u>\$ 56,825.00</u>	<u>\$ 2,892,825.00</u>

NOTE 3: MUNICIPAL DEBT (CONTINUED)

The General Improvement Bonds are comprised of the following issue:

General Serial Bonds:

<u>ISSUE</u>	<u>OUTSTANDING BALANCE DECEMBER 31, 2015</u>
\$1,010,000.00 in 2003 General Improvement Bonds, due in a remaining installment of \$95,000.00 at interest rate of 4.00%.	\$95,000.00
\$2,741,000.00 in 2015 General Improvement Bonds, due in remaining installments ranging between \$135,000.00 and \$270,000.00 through December 2026 at interest rates between 1.50% and 2.50%.	<u>2,741,000.00</u>
	<u><u>\$2,836,000.00</u></u>

BOND ANTICIPATION NOTE

	<u>Interest Rate</u>	<u>Issue and Maturity Dates</u>	<u>Amount</u>
General Capital	1.390%	12/18/15 to 12/16/16	\$229,800.00
			<u><u>\$229,800.00</u></u>

GREEN TRUST LOAN

<u>CALENDAR YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2016	\$ 24,689.96	\$ 10,811.42	\$ 35,501.38
2017	25,186.23	10,315.15	35,501.38
2018	25,692.48	9,808.90	35,501.38
2019	26,208.89	9,292.49	35,501.38
2020	26,735.69	8,765.69	35,501.38
2021-2034	<u>418,199.28</u>	<u>61,069.33</u>	<u>479,268.61</u>
	<u>\$ 546,712.53</u>	<u>\$ 110,062.98</u>	<u>\$ 656,775.51</u>

NOTE 4: FUND BALANCES APPROPRIATED

Fund balance at December 31, 2015 which was appropriated and included as anticipated revenue in its own fund for the year ending December 31, 2016 was as follows:

Current Fund	\$500,000.00
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NOTE 5: PROPERTY TAXES

Property Taxes attach as an enforceable lien on property as of January 1. Taxes are levied based on the final adoption of the current year municipal budget, and payable in four installments on February 1, May 1, August 1 and November 1. The Borough bills and collects its own property taxes and also the taxes for the county and the local school district. The collections and remittance of county and school taxes are accounted for in the Current Fund. Borough property tax revenues are recognized when collected in cash and any receivables are recorded with offsetting reserves on the balance sheet of the Borough's Current Fund.

Taxes collected in advance and recorded as cash liabilities in the financial statements are as follows:

	<u>BALANCE</u> <u>DECEMBER 31, 2015</u>	<u>BALANCE</u> <u>DECEMBER 31, 2014</u>
Prepaid Taxes	\$ <u>167,817.23</u>	\$ <u>40,444.70</u>

NOTE 6: PENSION PLANS

Substantially all eligible employees participate in the Public Employees' Retirement System (PERS), or the Police, Firemen's Retirement System (PFRS) or the Defined Contribution Retirement System (DCRP), which have been established by state statute and are administered by the New Jersey Division of Pensions and Benefits. The Division issues a publicly available financial report that includes the financial statements and required supplementary information for the Public Employees Retirement System, Police and Fireman's Retirement System and Consolidated Police and Firemen's Pension Fund. These reports may be obtained by writing to the Division of Pensions and Benefits, P.O. Box 295, Trenton, New Jersey, 08625 or are available online at [www.nj.gov/treasury/pensions/annrpts.shtml](http://www.nj.gov/treasury/pensions/annrpts.shtml).

Public Employees' Retirement System (PERS) - The Public Employees' Retirement System (PERS) was established as of January 1, 1955, under the provisions of N.J.S.A. 43:15A, to provide retirement, death, disability and medical benefits to certain qualified members. The PERS is a cost-sharing multiple employer plan. Membership is mandatory for substantially, all full-time employees of the State of New Jersey or any county, municipality, school district or public agency, provided the employee is not required to be a member of another state-administered retirement system or other state pension fund or local jurisdiction's pension fund.

Police and Fireman's Retirement System (PFRS) - The Police and Fireman's Retirement System (PFRS) was established as of July 1, 1944, under the provisions of N.J.S.A. 43:16A. to provide retirement, death, and disability benefits to its members. The PFRS is a cost-sharing multiple-employer plan. Membership is mandatory for substantially, all full-time county and municipal police or firemen or officer employees with police powers appointed after June 30, 1944.

Defined Contribution Retirement Program (DCRP) - The Defined Contribution Retirement Program (DCRP) was established July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L 2007, and was expanded under the provisions of Chapter 89, P.L. 2009. The DCRP provides eligible employees and their beneficiaries with a tax-sheltered, defined contribution retirement benefit, along with life insurance coverage and disability coverage.

Vesting and Benefit Provisions

The vesting and benefit provisions for PERS are set by N.J.S.A. 43:15A and 43:36. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service. Members may seek early retirement after achieving 25 years of service credit or they may elect deferred retirement after achieving ten years of service credit, In which case, benefits would begin the first day of the month after the member attains normal retirement age.

NOTE 6: PENSION PLANS

Vesting and Benefit Provisions (Continued)

The vesting and benefit provisions for PFRS are set by N.J.S.A. 43:16A and 43:36. All benefits vest after ten years of service, except for disability benefits, which vest after four years of service. Retirement benefits for age and service are available at age 55. Members may seek special retirement after achieving 25 years of creditable service or they may elect deferred retirement after achieving ten years of service.

Funding Policy

The contribution policy is set by New Jersey State Statutes and contributions are required by active members and contributing employers. Plan members and employer contributions may be amended by State of New Jersey legislation. During 2015 PERS provides for employee contributions of 7.06% of employees' annual compensation. Employers are required to contribute at an actuarially determined rate. The actuarially determined contribution includes funding for cost-of-living adjustments, noncontributory death benefits, and post-retirement medical premiums.

The contribution policy for PFRS is set by N.J.S.A. 43:16A and requires contributions by active members and contributing employers. Plan member and employer contributions *may* be amended by State of New Jersey legislation. Employers are required to contribute at an actuarially determined rate. The annual employer contribution includes funding for basic retirement allowances, cost-of-living adjustments and noncontributory death benefits. During 2014, members contributed at a uniform rate of 10.00% of base salary.

Certain portions of the costs are contributed by the employees. The Borough's share of pension, which is based upon the annual billings received from the state, amounted to \$459,337.00 for 2015, \$440,805.66 for 2014, and \$504,933.00 for 2013.

Certain Borough employees are also covered by the Federal Insurance Contribution Act.

Information as to the comparison of the actuarially computed value of vested benefit with the system's assets is not available from the State Retirement System and, therefore, is not presented.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB #68

The Governmental Accounting Standards Board (GASB) has issued Statement No. 68 "Accounting and Financial Reporting for Public Employees Pensions" and is effective for fiscal years beginning after June 15, 2014. This statement requires the State of New Jersey to calculate and allocate, for note disclosure purposes only, the unfunded net pension liability of Public Employees Retirement System (PERS) and the Police and Firemen's Retirement System (PFRS) of the participating municipality as of December 31, 2015. The statement does not alter the amounts of funds that must be budgeted for pension payments under existing state law.

Under accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, any unfunded net pension liability of the municipality, allocated by the State of New Jersey, is not required to be reported in the financial statements as presented and any pension contributions required to be paid are raised in that year's budget and no liability is accrued at December 31, 2015.

Public Employees Retirement System (PERS)

At June 30, 2015, the State reported a net pension liability of \$3,126,620.00 for the Borough of Garwood's proportionate share of the total net pension liability. The total pension liability for the June 30, 2015 measurement date was determined by an actuarial valuation as of July 1, 2014, which was rolled forward to June 30, 2015. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2015, the Borough's proportion was 0.0166189036 percent, which was an decrease of 0.0000806850 percent from its proportion measured as of June 30, 2014.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

For the year ended June 30, 2015, the State recognized an actuarially determined pension expense of \$240,143.00 for the Borough of Garwood's proportionate share of the total pension expense. The pension expense recognized in the Borough's financial statement based on the April 1, 2015 billing was \$137,669.00.

At June 30, 2015, the State reported deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

	<u>Deferred Inflow of Resources</u>	<u>Deferred Outflow of Resources</u>
Differences between expected and actual experience		\$88,999.00
Changes of assumptions		400,638.00
Net difference between projected and actual earnings		
on pension plan investments	\$59,981.00	
Changes in proportion and differences between Town contributions and proportionate share of contributions	<u>28,432.00</u>	<u>                    </u>
	<u>\$88,413.00</u>	<u>\$489,637.00</u>

Other local amounts reported by the State as the Borough's proportionate share of deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in the State's actuarially calculated pension expense as follows:

Year Ended	
<u>June 30</u>	<u>Amount</u>
2016	\$72,018.00
2017	\$72,018.00
2018	\$72,018.00
2019	\$118,600.00
2020	\$66,570.00

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

**Additional Information**

Collective balances at June 30, 2015 and 2014 are as follows:

	<u>6/30/2015</u>	<u>6/30/2014</u>
Collective deferred outflows of resources	\$5,086,138,484	\$1,032,618,058
Collective deferred inflows of resources	478,031,236	1,726,631,532
Collective net pension liability - local	22,447,996,119	18,722,735,003
Borough's Proportion	0.0166189036%	0.0166995886%

Actuarial Assumptions

The total pension liability for the June 30, 2015 measurement date was determined by an actuarial valuation as of July 1, 2014, which rolled forward to June 30, 2015. The total pension liability for the June 30, 2014 measurement date was determined by an actuarial valuation as of July 1, 2013. These actuarial valuations used the following assumptions:

	<u>June 30, 2014</u>	<u>June 30, 2015</u>
Inflation	3.01 Percent	3.04 Percent
Salary Increases (based on age)		
2012-2021	2.15-4.40 Percent	2.15-4.40 Percent
Thereafter	3.15-5.40 Percent	3.15-5.40 Percent
Investment Rate of Return	7.90 Percent	7.90 percent

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

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

Actuarial Assumptions (Continued)

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

In accordance with State statute, the long-term expected rate of return on plan investments is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2014 and June 30, 2015 are summarized in the following table:

<u>Asset Class</u>	<u>June 30, 2015</u>		<u>June 30, 2014</u>	
	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	5.00%	1.04%	6.00%	0.80%
Core Bond			1.00%	2.49%
Intermediate Term Bonds			11.20%	2.26%
Mortgages	2.10%	1.62%	2.50%	2.17%
High Yield Bonds	2.00%	4.03%	5.50%	4.82%
Inflation Indexed Bonds	1.50%	3.25%	2.50%	3.51%
Broad U.S. Equities	27.25%	8.52%	25.90%	8.22%
Developed Foreign Markets	12.00%	6.88%	12.70%	8.12%
Emerging Market Equities	6.40%	10.00%	6.50%	9.91%
Private Equity	9.25%	12.41%	8.25%	13.02%
Hedge Funds/Absolute Returns	12.00%	4.72%	12.25%	4.92%
Real Estate (Property)	2.00%	6.83%	3.20%	5.80%
Commodities	1.00%	5.32%	2.50%	5.35%
U.S. Treasuries	1.75%	1.64%		
Investment Grade Credit	10.00%	1.79%		
Global Debt ex US	3.50%	(0.40%)		
REIT	4.25%	5.12%		
	<u>100.00%</u>		<u>100.00%</u>	

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 4.90% and 5.39% as of June 30, 2015 and 2014, respectively. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.9%, and a municipal bond rate of 4.30% and 4.29% as of June 30, 2015 and 2014, respectively, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the average of the last five years of contributions made in relation to the last five years of recommended contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2033. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2033, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the collective net pension liability to changes in the discount rate.

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

	June 30, 2015		
	1% Decrease <u>3.90%</u>	At Current Discount Rate <u>4.90%</u>	1% Increase <u>5.90%</u>
Borough's proportionate share of the pension liability	\$4,636,693.00	\$3,730,611.00	\$2,970,958.00

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued Financial Report for the State of New Jersey Public Employees Retirement System (PERS).

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS)

At June 30, 2015, the State reported a net pension liability of \$4,799,304.00 for the Borough of Garwood's proportionate share of the total PFRS net pension liability. The total pension liability for the June 30, 2015 measurement date was determined by an actuarial valuation as of July 1, 2014, which was rolled forward to June 30, 2015. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2015, the Borough's proportion was 0.0427489253 percent, which was an increase of 0.0381530793 percent from its proportion measured as of June 30, 2014.

For the year ended June 30, 2015, the State recognized an actuarially determined pension expense of \$722,931.00. The pension expense recognized in the Borough's financial statement based on the April 1, 2015 billing was \$293,042.00.

At June 30, 2015, the State reported deferred outflows of resources and deferred inflows of resources related to PFRS from the following sources:

	<u>Deferred Inflow of Resources</u>	<u>Deferred Outflow of Resources</u>
Differences between expected and actual experience	\$61,416.00	
Changes of assumptions		\$1,314,618.00
Net difference between projected and actual earnings on pension plan investments	123,926.00	
Changes in proportion and differences between the Borough's contributions and proportionate share of contributions	<u>27,372.00</u>	<u>504,119.00</u>
	<u>\$212,714.00</u>	<u>\$1,818,737.00</u>

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended	
<u>June 30</u>	<u>Amount</u>
2016	\$318,680.00
2017	\$318,680.00
2018	\$318,680.00
2019	\$441,118.00
2020	\$208,865.00

**Additional Information**

Collective balances at June 30, 2015 and 2014 are as follows:

	<u>6/30/2015</u>	<u>6/30/2014</u>
Collective deferred outflows of resources	\$3,527,123,787	\$456,706,121
Collective deferred inflows of resources	466,113,435	1,283,652,103
Collective net pension liability - local	16,656,514,197	12,579,072,492
Borough's proportion	0.0427489253%	0.0381530793%

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Actuarial Assumptions

The total pension liability for the June 30, 2015 measurement date was determined by an actuarial valuation as of July 1, 2014, which rolled forward to June 30, 2015. The total pension liability for the June 30, 2014 measurement date was determined by an actuarial valuation as of July 1, 2013. This actuarial valuation used the following assumptions:

Inflation	3.04 Percent	3.01 Percent
Salary Increases (based on age)		
2012-2021	2.60-9.48 Percent	3.95-8.62 Percent
Thereafter	3.60-10.48 Percent	4.95-9.62 Percent
Investment Rate of Return	7.90 Percent	7.90 Percent

Mortality rates used for the July 1, 2014 valuation were based on the RP-2000 Combined Healthy Mortality Tables projected one year using Projection Scale AA and one year using Projection Scale BB for male service retirements with adjustments for mortality improvements from the base year based on Projection Scale BB. Mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected fourteen years using Projection Scale BB for female service retirements and beneficiaries with adjustments for mortality improvements from the base year of 2014 based on Projection Scale BB.

Mortality rates used for the July 1, 2013 valuation were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (setback one year for females) with adjustments for mortality improvements from the base year of 2011 based on Projection Scale AA.

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

The actuarial assumptions used in the June 30, 2013 valuation were based on the results of an actuarial experience study for the period July 1, 2007 to June 30, 2010.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Actuarial Assumptions (Continued)

In accordance with State statute, the long-term expected rate of return on plan investments (7.90% at June 30, 2015) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2015 are summarized in the following table:

<u>Asset Class</u>	<u>June 30,2015</u>		<u>June 30,2014</u>	
	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	5.00%	1.04%	6.00%	0.80%
Core Bonds			1.00%	2.49%
Intermediate-Term Bonds			11.20%	2.26%
Mortgages	2.10%	1.62%	2.50%	2.17%
High Yield Bonds	2.00%	4.03%	5.50%	4.82%
Inflation-Indexed Bonds	1.50%	3.25%	2.50%	3.51%
Broad US Equities	27.25%	8.52%	25.90%	8.22%
Developed Foreign Equities	12.00%	6.88%	12.70%	8.12%
Emerging Market Equities	6.40%	10.00%	6.50%	9.91%
Private Equity	9.25%	12.41%	8.25%	13.02%
Hedge Funds Absolute Return	12.00%	4.72%	12.25%	4.92%
Real Estate (Property)	2.00%	6.83%	3.20%	5.80%
Commodities	1.00%	5.32%	2.50%	5.35%
Global Debt ex US	3.50%	(0.40%)		
REIT	4.25%	5.12%		
US Treasuries	1.75%	1.64%		
Investment Grade Credit	10.00%	1.79%		
	<u>100.00%</u>		<u>100.00%</u>	

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 5.79% and 6.32% as of June 30, 2015 and 2014, respectively. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.90%, and a municipal bond rate of 3.80% and 4.29% as of June 30, 2015 and 2014, respectively, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the average of the last five years of contributions made in relation to the last five years of recommended contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2045. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2045, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the collective net pension liability to changes in the discount rate.

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

	June 30, 2015		
	1% Decrease <u>4.79%</u>	At Current Discount Rate <u>5.79%</u>	1% Increase <u>6.79%</u>
Borough's proportionate share of the PFRS pension liability	\$9,387,054.00	\$7,120,481.00	\$5,272,293.00

Pension plan fiduciary net position.

Detailed information about the pension plan's fiduciary net position is available in the separately issued Financial Report for the State of New Jersey Police and Firemen's Retirement System (PFRS).

NOTE 7: COMPENSATED ABSENCES

Under the existing policy of the Borough, employees are allowed to accumulate unused sick pay over the life of their working careers which may be taken as time off or paid at a later date. Upon retirement, Department of Public Works, and Non-Contractual, employees are entitled to receive compensation of the lesser of 50% of unused sick pay or \$18,000.00. Police Department, and Administrative, employees are entitled to receive compensation up to 50% of unused sick pay. Unused sick pay is forfeited if the employee leaves for other than retirement. Vacation days cannot be accumulated. The accumulated cost of such unpaid compensation is not required to be reported in the financial statements as presented but is estimated by the Borough to be approximately \$196,038.99. The Borough annually appropriates the amounts that are required to be paid in that year's budget and \$4,231.27 is accrued at December 31, 2015 in the Trust Fund.

NOTE 8: LITIGATION

The Borough Attorney's letter did not indicate any litigation, claims or contingent liabilities that are either not covered by the Borough's insurance carrier or would have a material financial impact on the Borough.

NOTE 9: CONTINGENT LIABILITIES

The Borough participates in several state financial assistance grant programs. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditure of funds for eligible purposes. These programs are subject to compliance and financial audits by the grantors or their representatives. As of December 31, 2015, the Borough does not believe that any material liabilities will result from such audits.

NOTE 10: RISK MANAGEMENT

The Borough is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Borough maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Borough. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

NOTE 10: RISK MANAGEMENT (CONTINUED)

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

<u>Calendar Year</u>	<u>Borough/Employee Contributions</u>	<u>Interest</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2015	\$ 25,410.18	\$ 92.18	\$ 28,083.13	\$ 31,504.10
2014	14,451.32	90.76	19,945.12	34,084.87
2013	19,400.91	83.31	6,460.40	39,487.91

NOTE 11: DEFERRED COMPENSATION PLAN

The Borough offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The Plan, available to all Borough employees, permits them to defer a portion of their salaries until future years. The Borough does not make any contribution to the Plan. The deferred compensation is not available to employees until retirement, death, disability, termination or financial hardships.

In accordance with the requirements of the Small Business Job Protection Act of 1996 and the funding requirements of Internal Revenue Code Section 457(g), the Borough's Plan was amended to require that all amounts of compensation deferred under the Plan are held for the exclusive benefits of plan participants and beneficiaries. All assets and income under the Plan are held in trust, in annuity contracts or custodial accounts.

The Plan is administered by the Lincoln National Life Insurance Company.

The accompanying financial statements do not include the Borough's Deferred Compensation Plan activities. The Borough's Deferred Compensation Plan financial statements are contained in a separate review report.

NOTE 12: INTERFUND RECEIVABLES AND PAYABLES

The following interfund balances remained on the balance sheet at December 31, 2015:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
Current Fund	\$6,937.40	\$417,265.79
Trust Other Fund		6,937.40
General Capital Fund	<u>417,265.79</u>	<u>                    </u>
	<u>\$424,203.19</u>	<u>\$424,203.19</u>

All balances resulted from the time lag between the dates that short-term loans were disbursed and payments between funds were made.

NOTE 13: LENGTH OF SERVICE AWARDS PROGRAM

During 2000, the Borough of Garwood adopted an ordinance establishing a Length of Service Awards Program for the members of the Garwood Fire Department and the Garwood First Aid Squad pursuant to N.J.S.A. 40A: 14-183 et seq.

Under this program, each volunteer of the Garwood Fire Department that performs the minimum amount of service will have an annual amount of \$1,150.00 deposited into a tax deferred income account that will earn interest for the volunteer. Each volunteer of the Garwood First Aid Squad that performs the minimum amount of service will have an amount of either \$794.50 or \$1,589.00 deposited into a tax deferred income account for the volunteer. The Borough's costs amounted to \$39,543.00 during 2015.

The accompanying financial statements do not include the Borough's Length of Service Awards Program activities. The Borough's Length of Service Awards Program's financial statements are continued in a separate review report, as required by state regulations.

NOTE 14: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS

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

	<u>BALANCE DECEMBER 31, 2015</u>	<u>2016 BUDGET APPROPRIATION</u>	<u>BALANCE TO SUCCEEDING YEARS</u>
Current Fund: Special Emergency (40A:4-53)	\$ <u>52,950.00</u>	\$ <u>17,651.00</u>	\$ <u>35,299.00</u>
	\$ <u>52,950.00</u>	\$ <u>17,651.00</u>	\$ <u>35,299.00</u>

NOTE 15: GASB 45: OTHER POST-RETIREMENT BENEFITS

Plan Description. The Borough contributes to the State Health Benefits Program (SHBP) a cost-sharing, multiple-employer defined benefit postemployment healthcare plan administered by the State of New Jersey Division of Pensions and Benefits. SHBP was established in 1961 under N.J.S.A. 52:14-17.25 *et seq.* to provide health benefits to State employees, retirees, and their dependents. The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents. The State Health Benefits Commission is the executive body established by statute to be responsible for the operation of the SHBP. The State of New Jersey Division of Pensions and Benefits issues a publicly available financial report that includes financial statements and required supplementary information for the SHBP. That report may be obtained by writing to: State of New Jersey Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295 or by visiting their website at <http://www.state.nj.us/treasury/pensions>.

Funding Policy. Contributions to pay for the health premiums of participating employees in the SHBP are billed to the Borough on a monthly basis. Participating employers are contractually required to contribute based on the amount of premiums attributable to their retirees. In accordance with Chapter 62, P.L. 1994, post-retirement medical benefits have been funded on a pay-as-you-go basis since 1994. Prior to 1994, medical benefits were funded on an actuarial basis. The Borough's contributions to SHBP for the years ended December 31, 2015, 2014 and 2013 were \$377,908.00, \$372,078.87 and \$365,345.00 respectively, which equaled the required contributions for each year.

NOTE 16: SUBSEQUENT EVENTS

The Borough has evaluated subsequent events occurring after the financial statement date through April 25, 2016 which is the date the financial statements were available to be issued. Based upon this evaluation, the Borough has determined that there are no subsequent events needed to be disclosed.

BOROUGH OF GARWOOD

SUPPLEMENTARY SCHEDULES – ALL FUNDS

YEAR ENDED DECEMBER 31, 2015

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF CASH-TREASURER

	<u>REF.</u>		
Balance, December 31, 2014	A	\$	2,119,030.67
Increased by Receipts:			
Collector	A-5	\$	17,483,239.86
Senior Citizens and Veterans Deductions - State of New Jersey	A-6		42,832.88
Miscellaneous Revenue Not Anticipated	A-2		46,042.83
Revenue Accounts Receivable	A-10		871,438.24
Library State Aid	A-14		1,848.00
Reserve for Grants - Unappropriated	A-23		1,847.11
State Aid Receivable	A-24		73,131.25
Interfunds	A-13		17,442.00
Emergency Note Payable			52,950.00
Appropriation Refunds	A-3		331,600.06
Petty Cash	Contra		100.00
			<u>18,922,472.23</u>
		\$	<u>21,041,502.90</u>
Decreased by Disbursements:			
2015 Appropriations	A-3	\$	7,188,840.20
2014 Appropriation Reserves	A-11		249,459.55
Accounts Payable	A-21		2,200.00
Interfunds	A-13		335,955.91
County Taxes	A-18		3,476,312.26
Local District School Taxes	A-19		7,881,865.00
Reserve for Tax Overpayments	A-17		20,409.26
Petty Cash	Contra		100.00
Emergency Note Payable	A-27		70,601.00
Reserve for Fire Official	A-22		4,918.11
Reserve for Library State Aid	A-14		1,235.74
Reserve for Master Plan	A-25		3,465.00
Refund of Fees and Permits	A-2		100.00
Refund of Prior Year Revenue	A-1		6,361.53
Reserve for Library	A-28		7,773.55
Reserve for Grants - Appropriated	A-20		35,175.93
			<u>19,284,773.04</u>
Balance, December 31, 2015	A	\$	<u><u>1,756,729.86</u></u>

BOROUGH OF GARWOOD  
CURRENT FUND  
SCHEDULE OF CASH-COLLECTOR

	<u>REF.</u>	
Increased by Receipts:		
Taxes Receivable	A-7	\$ 17,267,429.68
Senior Citizens Disallowed by Collector	A-6	3,380.82
Revenue Accounts Receivable	A-2:A-10	44,239.80
Prepaid Taxes	A-16	148,030.30
Tax Overpayments	A-17	<u>20,159.26</u>
		\$ <u>17,483,239.86</u>
Decreased by Disbursements:		
Payment to Treasurer	A-4	\$ <u><u>17,483,239.86</u></u>

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF DUE STATE OF NEW JERSEY  
FOR SENIOR CITIZENS AND VETERANS DEDUCTIONS

	<u>REF.</u>		
Balance, December 31, 2014 (Due From)	A		\$ 213.70
Increased by:			
Senior Citizens and Veterans per Tax Duplicate		\$ 45,750.00	
Senior Citizens Deduction Allowed by Collector		<u>1,250.00</u>	
			<u>47,000.00</u>
			47,213.70
Decreased by:			
Senior Citizens Deductions Disallowed by State of New Jersey-Prior Year Collector:			
Current Year		\$ 128.08	
Prior Year	A-5	3,380.82	
Received from the State of New Jersey-Treasurer	A-4	<u>42,832.88</u>	
			<u>46,341.78</u>
Balance, December 31, 2015 (Due From)	A		\$ <u>871.92</u>

CALCULATION OF STATE'S SHARE OF  
2015 SENIOR CITIZENS AND VETERANS DEDUCTIONS

Senior Citizens and Veterans: Per Tax Duplicate		\$ 45,750.00	
Allowed by Collector		<u>1,250.00</u>	
			<u>47,000.00</u>
Less: Senior Citizens Deductions Disallowed by Collector			<u>128.08</u>
	A-7		\$ <u>46,871.92</u>

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY

<u>YEAR</u>	<u>BALANCE DECEMBER 31, 2014</u>	<u>LEVY 2015 TAXES</u>	<u>COLLECTIONS</u>		<u>CANCELED</u>	<u>TRANSFERRED TO TAX TITLE LIENS</u>	<u>BALANCE DECEMBER 31, 2015</u>
			<u>2014</u>	<u>2015</u>			
2014 and Prior	\$ 229,748.57	\$ 17,381,432.64	\$ 40,444.70	\$ 229,748.57	\$ 16,555.36	\$ 1,403.56	\$ 238,725.99
2015	\$ 229,748.57	\$ 17,381,432.64	\$ 40,444.70	\$ 17,314,051.60	\$ 16,555.36	\$ 1,403.56	\$ 238,725.99

REF. A

A-2:A-16

A-2

A

Cash  
Senior Citizens Deductions

REF.  
A-5  
A-6

\$ 17,267,429.68  
46,621.92  
\$ 17,314,051.60

ANALYSIS OF 2014 PROPERTY TAX LEVY

TAX YIELD  
General Purpose Tax  
Added Taxes

\$ 17,356,583.80  
24,848.84  
\$ 17,381,432.64

TAX LEVY  
Local District School Tax (Abstract)  
County Tax (Abstract)  
County Open Space Tax  
Due County for Added Taxes (54:4-63.1 et.seq.)

\$ 7,881,865.00  
\$ 3,377,440.88  
97,171.84  
4,046.73  
3,478,659.45

Total County Taxes

Local Tax for Municipal Purposes (Abstract)  
Minimum Library tax  
Add: Additional Tax Levied

\$ 5,784,984.09  
213,444.52  
22,479.58  
6,020,908.19

Local Tax for Municipal Purposes Levied

\$ 17,381,432.64

"A-8"

BOROUGH OF GARWOOD  
CURRENT FUND  
SCHEDULE OF TAX TITLE LIENS

	<u>REF.</u>	
Balance, December 31, 2014	A	\$ 25,004.19
Increased by:		
Transfer From Taxes Receivable	A-7	<u>1,403.56</u>
Balance, December 31, 2015	A	\$ <u><u>26,407.75</u></u>

"A-9"

SCHEDULE OF PROPERTY ACQUIRED FOR TAXES  
(AT ASSESSED VALUATION)

Balance, December 31, 2014 and December 31, 2015	A	\$ <u><u>17,974.00</u></u>
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BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

REF.	BALANCE DECEMBER 31, 2014	ACCRUED IN 2015	COLLECTED BY		BALANCE DECEMBER 31, 2015
			COLLECTOR	TREASURER	
	\$	\$	\$	\$	
A-2		19,350.00		19,350.00	
A-2		5,070.03		5,070.03	
A-2		28,496.24		28,496.24	
A-2		11,000.43		11,000.43	
A-2		2,645.00		2,645.00	
A-2		99.00		99.00	
A-2	5,859.32	88,947.71		87,381.53	7,425.50
A-2		1,665.00		1,665.00	
A-2		14,999.00		14,999.00	
A-2		51,334.00		51,334.00	
A-2		438,852.00		438,852.00	
A-2		13,356.85		13,356.85	
A-2		24,870.08		24,870.08	
A-2		41,215.63		41,215.63	
A-2		72,243.45		72,243.45	
A-2		44,239.80	44,239.80		
A-2		49,000.00		49,000.00	
A-2		9,860.00		9,860.00	
	\$	\$ 917,244.22	\$ 44,239.80	\$ 871,438.24	\$ 7,425.50
REF.	A		A-5	A-4	A

Energy Receipts Tax

Clerk:

Licenses:

Alcoholic Beverage

Other

Fees and Permits

Board of Health:

Licenses

Registrar of Vital Statistics:

Fees and Permits

Licenses

Municipal Court:

Fines and Costs

Police Department:

Fees and Permits

Fire Department:

Fees and Permits

Consolidated Municipal Property Tax Relief Act

Energy Receipts Tax

Uniform Fire Safety Act

Cable TV Franchise Tax

Cable TV Franchise Tax-Verizon

Sewer Flow Charges - Industrial Users

Interest and Costs on Taxes

Reimbursement of Library Costs

Bulk Pick Up Fee

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF 2014 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2014	BALANCE AFTER TRANSFER	PAID OR CHARGED	BALANCE LAPSED
<u>SALARIES AND WAGES</u>				
Administrative and Executive	\$ 1,290.19	\$ 1,290.19	\$ 731.99	\$ 558.20
Mayor and Council				
Municipal Clerk	3,861.24	3,861.24	366.82	3,494.42
Financial Administration (Treasury Department)	5,561.32	5,561.32	1,121.59	4,439.73
Assessment of Taxes	267.09	267.09		267.09
Collection of Taxes	1,186.04	1,186.04	549.24	636.80
Municipal Court	2,838.04	2,838.04	2,025.07	812.97
Planning Board	2,276.58	2,276.58		2,276.58
Fire Official	2,967.00	2,967.00	2,967.00	
Police	47,860.24	47,860.24	25,070.57	22,789.67
Emergency Management Services	0.06	0.06		0.06
Road Repairs and Maintenance	37,954.54	37,954.54	22,055.24	15,899.30
Board of Health	0.04	0.04		0.04
Recreation Commission	149.20	149.20		149.20
Senior Citizen Recreation	1,110.31	1,110.31		1,110.31
<u>OTHER EXPENSES</u>				
Administrative and Executive	1,466.27	2,216.27		2,216.27
Mayor and Council	1,076.09	1,076.09		1,076.09
Municipal Clerk	1,372.46	1,372.46	643.41	729.05
Financial Administration (Treasury Department)	3,614.86	3,614.86	3,073.80	541.06
Engineering Services and Costs	4,600.00	4,600.00		4,600.00
Election	148.64	148.64		148.64
Assessment of Taxes	12,082.86	12,082.86	6,599.77	5,483.09
Collection of Taxes	2,587.23	2,587.23		2,587.23
Legal Services and Costs - Miscellaneous and Litigation	32,584.18	32,584.18	12,099.60	20,484.58
Municipal Court	5,124.28	5,124.28	266.68	4,857.60
Public Buildings and Grounds	693.39	7,150.99	5,075.07	2,075.92
Planning Board	34,913.66	34,913.66	8,036.39	26,877.27
Shade Tree Commission	1,500.00	9,503.00	8,003.00	1,500.00
Group Insurance Plan for Employees	46,882.44	46,882.44	26.26	46,856.18
Municipal Prosecutor		618.00	618.00	
Workers' Compensation Insurance	2.64	2.64		2.64
Other Insurance	41.08	41.08		41.08
Fire - Miscellaneous	7,229.87	9,471.02	3,851.55	5,619.47
Fire Hydrant Service	7,892.81	7,892.81	7,892.81	
Fire Official	1,832.72	1,962.72	1,962.72	
Police	994.41	3,925.41	2,647.86	1,277.55
Emergency Management Services	75.00	75.00		75.00
Road Repairs and Maintenance	11,145.89	17,190.87	8,905.12	8,285.75
Snow Removal	12,067.94	22,500.00	21,937.78	562.22

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF 2014 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2014	BALANCE AFTER TRANSFER	PAID OR CHARGED	BALANCE LAPSED
Salary Adjustment	\$ 8,800.00	\$ 31,876.45	\$ 21,750.00	\$ 10,126.45
Street Lighting	15,456.84	15,456.84	8,474.45	6,982.39
Sanitary Landfill Dumping Fees	11,659.97	14,338.32	12,885.52	1,452.80
Board of Health	61.54	61.54		61.54
Recreation Commission	1,368.77	6,339.27	4,545.86	1,793.41
Senior Citizen Recreation	767.83	1,142.83	375.00	767.83
Celebration of Public Events, Anniversary or Holiday	283.73	283.73		283.73
Retirement and Accumulated Leave Compensation	15,000.00	15,000.00	15,000.00	
Telephone	3,517.69	3,517.69	359.68	3,158.01
Other Utilities	10,735.62	10,735.62	6,215.62	4,520.00
Gas and Oil	9,429.38	9,429.38	3,929.42	5,499.96
Contingent	1,000.00	1,000.00		1,000.00
Social Security System	4,121.14	4,121.14	2,294.72	1,826.42
PFRS	765.02	765.02		765.02
PERS	836.32	836.32		836.32
State Unemployment Insurance	5,750.00	5,750.00	5,750.00	
Sanitation	268.71	268.71		268.71
Tax Appeals	20,000.00	20,000.00	20,000.00	
Maintenance of Free Public Library	5,109.29	5,990.36	5,990.36	
Length of Service Award Program	1,970.00	1,970.00	825.00	1,145.00
Fair Housing Plan Ch 222 PL 1985 (COAH)		6,560.00	2,090.00	4,470.00
	<u>\$ 414,152.46</u>	<u>\$ 490,301.62</u>	<u>\$ 257,012.97</u>	<u>\$ 233,288.65</u>

	REF.	A	A-1
Appropriation Reserves	A-11	\$ 414,152.46	
Transferred from Accounts Payable	A-21	<u>76,149.16</u>	
		<u>\$ 490,301.62</u>	
Disbursements	A-4		\$ 249,459.55
Accounts Payable	A-21		
Transferred to Reserve for Tax Appeals	A-15		
Transferred to Reserve for Fire Official	A-22		4,656.79
Transferred to Library Reserve	A-28		<u>2,896.63</u>
			<u>\$ 257,012.97</u>

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF CHANGE FUNDS

REF.

Balance, December 31, 2014 and  
December 31, 2015

A

\$ 150.00

Clerk of Municipal Court  
Collector

\$ 100.00

50.00

\$ 150.00



"A-14"

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF RESERVE FOR LIBRARY -  
STATE AID

	<u>REF.</u>	
Balance, December 31, 2014	A	\$ 8,988.00
Increased by:		
Receipts	A-4	1,848.00
		<u>\$ 10,836.00</u>
Decreased by:		
Disbursements	A-4	1,235.74
Balance, December 31, 2015	A	<u>\$ 9,600.26</u>

"A-15"

SCHEDULE OF RESERVE FOR TAX  
APPEALS

Balance, December 31, 2014 and December 31, 2015	A	\$ <u>3,455.70</u>
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"A-16"

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF PREPAID TAXES

	<u>REF.</u>		
Balance, December 31, 2014	A	\$	40,444.70
Increased by:			
Collection of 2016 Taxes	A-5	\$	148,030.30
2014 Appeal Credited to 2016			<u>19,786.93</u>
		\$	<u>208,261.93</u>
Decreased by:			
Applied to 2015 Taxes	A-7		<u>40,444.70</u>
Balance, December 31, 2015	A	\$	<u><u>167,817.23</u></u>

"A-17"

SCHEDULE OF TAX OVERPAYMENTS

Balance, December 31, 2014	A	\$	
Increased by:			
Overpayments in 2015	A-5	\$	20,159.26
Prior Senior Citizen Deduction Allowed			<u>250.00</u>
		\$	<u>20,409.26</u>
			20,409.26
Decreased by:			
Refunds	A-4	\$	<u><u>20,409.26</u></u>

"A-18"

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF COUNTY TAXES PAYABLE

	<u>REF.</u>		
Balance, December 31, 2014	A		\$ 1,699.54
Increased by:			
2015 Tax Levy	A-1:A-7	\$ 3,474,612.72	
Added Taxes (R.S.54:4-63.1 et.seq.)	A-1:A-7	<u>4,046.73</u>	
			\$ <u>3,478,659.45</u>
Decreased by:			
Payments	A-4		<u>3,476,312.26</u>
Balance, December 31, 2015	A		\$ <u><u>4,046.73</u></u>

"A-19"

SCHEDULE OF LOCAL DISTRICT SCHOOL TAX PAYABLE

Balance, December 31, 2014.	A		\$ 0.50
Increased by:			
Levy	A-1:A-7		<u>7,881,865.00</u>
			\$ <u>7,881,865.50</u>
Decreased by:			
Payments	A-4		<u>7,881,865.00</u>
Balance, December 31, 2015	A		\$ <u><u>0.50</u></u>

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF RESERVE GRANTS-APPROPRIATED

	<u>REF.</u>	
Balance, December 31, 2014	A	\$ 11,634.07
Increased by:		
Transferred From 2015 Budget Appropriations	A-3	74,691.27
		<u>\$ 86,325.34</u>
Decreased by:		
Disbursements	A-4	<u>35,175.93</u>
Balance, December 31, 2015	A	<u>\$ 51,149.41</u>

ANALYSIS OF BALANCE AS OF DECEMBER 31, 2015

<u>PROGRAM</u>	<u>AMOUNT</u>
Municipal Alliance Program	\$ 5,701.29
Body Armor Replacement Fund	4,098.85
Drunk Driving Enforcement Fund	3,018.52
Clean Communities Program	4,325.92
Union County Kids Recreation	21,484.03
Recycling Tonnage Grant	8,135.58
Federal Bulletproof Vest Program	1,194.53
Union County Greening	2,228.00
Alcohol Education Rehabilitation Fund	<u>962.69</u>
	<u>\$ 51,149.41</u>

"A-21"

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF ACCOUNTS PAYABLE

	<u>REF.</u>		
Balance, December 31, 2014	A	\$	78,349.16
Increased by:			
2015 Appropriations	A-3		<u>44,148.25</u>
		\$	122,497.41
Decreased by:			
Transferred to 2014 Appropriation Reserves	A-11	\$	76,149.16
Disbursements	A-4		<u>2,200.00</u>
			<u>78,349.16</u>
Balance, December 31, 2015	A	\$	<u><u>44,148.25</u></u>

"A-22"

SCHEDULE OF RESERVE FOR FIRE OFFICIAL

Balance, December 31, 2014	A	\$	4,918.11
Increased by:			
Transferred from Appropriation Reserves	A-11		<u>4,656.79</u>
		\$	9,574.90
Decreased by:			
Disbursements	A-4		<u>4,918.11</u>
Balance, December 31, 2015	A	\$	<u><u>4,656.79</u></u>

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF RESERVES FOR GRANTS-UNAPPROPRIATED

	BALANCE DECEMBER 31, 2014	RECEIPTS	ANTICIPATED IN 2015 BUDGET	BALANCE DECEMBER 31, 2015
Body Armor Replacement Fund	\$ 1,849.62 \$	1,847.11 \$	1,849.62 \$	1,847.11
Recycling Tonnage Grant	8,135.58		8,135.58	
	<u>\$ 9,985.20 \$</u>	<u>1,847.11 \$</u>	<u>9,985.20 \$</u>	<u>1,847.11</u>
<u>REF.</u>	A	A-4	A-24	A

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF GRANTS RECEIVABLE

	BALANCE DECEMBER 31, 2014	ACCRUED	DECREASED	BALANCE DECEMBER 31, 2015
Municipal Alliance Program - 15	\$ 7,101.00	\$ 14,202.00	\$ 7,101.00	\$ 7,101.00
Municipal Alliance Program - 14			6,472.06	628.94
Body Armor Replacement Fund		1,849.62	1,849.62	
Recycling Tonnage Grant		8,135.58	8,135.58	
Union County Kids Recreational Trust Fund Program	25,000.00	20,000.00	45,000.00	
Click it or Ticket		2,200.00	2,200.00	
Clean Communities Program		8,935.66	8,935.66	
Federal Bulletproof Vest Program		1,194.53	1,194.53	
Union County Greening		2,228.00	2,228.00	
Statewide Insurance Grant - AED Units		2,395.38		2,395.38
	<u>\$ 32,101.00</u>	<u>\$ 61,140.77</u>	<u>\$ 83,116.45</u>	<u>\$ 10,125.32</u>
<u>REF.</u>	A	A-2		A
Receipts			\$ 73,131.25	
Unappropriated Applied			<u>9,985.20</u>	
			<u>\$ 83,116.45</u>	

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF RESERVE FOR MASTER PLAN

	<u>REF.</u>		
Balance, December 31, 2014	A	\$	4,608.50
Decreased by: Disbursements	A-4		<u>3,465.00</u>
Balance, December 31, 2015	A	\$	<u><u>1,143.50</u></u>

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF DEFERRED CHARGES

<u>PURPOSE</u>	BALANCE DECEMBER 31, 2014	ADDED IN 2015	RAISED IN 2015 BUDGET	BALANCE DECEMBER 31, 2015
Special Emergency Authorization 40A:4-55 - Severance Liability	\$ 70,601.00		\$ 17,651.00	\$ 52,950.00
Emergency Authorization 40A:4-46 - Roof Repair/Traffic Light	37,276.80		37,276.80	
	\$ 107,877.80		\$ 54,927.80	\$ 52,950.00
REF.	A	A:3	A-3	A

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF EMERGENCY NOTE PAYABLE

	<u>REF.</u>	
Balance, December 31, 2014	A	\$ 70,601.00
Increased by:		
Receipts	A-4	<u>52,950.00</u>
		123,551.00
Decreased by:		
Cash Disbursements	A-4	<u>70,601.00</u>
Balance, December 31, 2015	A	<u><u>\$ 52,950.00</u></u>

BOROUGH OF GARWOOD

CURRENT FUND

SCHEDULE OF RESERVE FOR LIBRARY

	<u>REF.</u>		
Balance, December 31, 2014	A	\$	8,458.04
Increased by:			
Transferred from Appropriation Reserves	A-11		<u>2,896.63</u>
		\$	<u>11,354.67</u>
Decreased by:			
Cash Disbursements	A-4		<u>7,773.55</u>
Balance, December 31, 2015	A	\$	<u><u>3,581.12</u></u>

## BOROUGH OF GARWOOD

## TRUST FUND

## SCHEDULE OF CASH - TREASURER

	REF.	ASSESSMENT	ANIMAL CONTROL	OTHER TRUST
Balance, December 31, 2014	B	\$ 690.00	\$ 4,616.07	\$ 294,994.86
Increased by Receipts:				
State of New Jersey-Registrar Fees	B-10	\$	\$	825.00
Animal Control Fees	B-5		5,987.00	
Budget Appropriation	B-5		4,500.00	
State of New Jersey-Dog License Fees	B-6		500.40	
State Unemployment Insurance	B-8			25,502.36
Miscellaneous Deposits	B-9			249,037.45
Due Current Fund	B-12			15,955.91
Community Development Block Grant	B-4			17,442.00
Assessments Receivable	B-1	3,967.39		
Payroll Deductions Payable	B-11			3,377,120.17
Flexible Spending	B-13			1,000.08
		\$ 3,967.39	\$ 10,987.40	\$ 3,686,882.97
		\$ 4,657.39	\$ 15,603.47	\$ 3,981,877.83
Decreased by Disbursements:				
State of New Jersey-Registrar Fees	B-10	\$	\$	775.00
Expenditures Under R.S.4:19-15.11	B-5		9,334.00	
State of New Jersey Animal Control License Fees	B-6		500.40	
Community Development Block Grant	B-7			15,955.91
Due Current Fund	B-12			17,442.00
State Unemployment Insurance	B-8			28,083.13
Law Enforcement Petty Cash	B-14			200.00
Miscellaneous Deposits	B-9			184,477.30
Payroll Deductions Payable	B-11			3,376,916.42
Flexible Spending	B-13			1,000.08
		\$	\$ 9,834.40	\$ 3,624,849.84
Balance, December 31, 2015	B	\$ 4,657.39	\$ 5,769.07	\$ 357,027.99

"B-3"

BOROUGH OF GARWOOD

TRUST FUND

ANALYSIS OF CASH - ASSESSMENT FUND

		BALANCE DECEMBER <u>31, 2015</u>
Surplus		\$ <u>4,657.39</u>
		\$ <u><u>4,657.39</u></u>
	<u>REF.</u>	B

BOROUGH OF GARWOOD

TRUST FUND

SCHEDULE OF COMMUNITY DEVELOPMENT BLOCK GRANTS RECEIVABLE

	<u>REF.</u>	
Balance, December 31, 2014	B	\$ 17,442.00
Increased by;		
County of Union	B-7	<u>18,450.00</u>
		\$ 35,892.00
Decreased by:		
Receipts	B-2	<u>17,442.00</u>
Balance, December 31, 2015	B	<u>\$ 18,450.00</u>

"B-5"

BOROUGH OF GARWOOD

TRUST FUND

SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

	<u>REF.</u>		
Balance, December 31, 2014	B	\$	4,616.07
Increased by:			
Dog License Fees Collected	B-2	\$	5,987.00
Budget Appropriation	B-2		<u>4,500.00</u>
			10,487.00
		\$	<u>15,103.07</u>
Decreased by:			
Expenditures Under R.S. 4:19-15.11	B-2		<u>9,334.00</u>
Balance, December 31, 2015	B	\$	<u><u>5,769.07</u></u>

<u>LICENSE FEES COLLECTED</u>	
<u>YEAR</u>	<u>AMOUNT</u>
2014	\$ 6,319.60
2015	<u>6,442.40</u>
	<u>\$ 12,762.00</u>

"B-6"

SCHEDULE OF DUE STATE OF NEW JERSEY FOR ANIMAL CONTROL FEES

Increased by:			
Receipts	B-2	\$	<u>500.40</u>
Decreased by:			
Disbursements	B-2	\$	<u><u>500.40</u></u>

BOROUGH OF GARWOOD

TRUST FUND

SCHEDULE OF RESERVE FOR COMMUNITY DEVELOPMENT BLOCK GRANTS

	<u>REF.</u>		
Balance, December 31, 2014	B	\$	9,018.51
Increased by:			
County of Union	B-4		18,450.00
		\$	<u>27,468.51</u>
Decreased by:			
Disbursements	B-2		15,955.91
			<u>15,955.91</u>
Balance, December 31, 2015	B	\$	<u><u>11,512.60</u></u>

"B-8"

BOROUGH OF GARWOOD

TRUST FUND

SCHEDULE OF RESERVE FOR STATE UNEMPLOYMENT  
INSURANCE (PER N.J.S. 43:21-3 ET.SEQ.)

	<u>REF.</u>		
Balance, December 31, 2014	B	\$	34,084.87
Increased by:			
Cash Receipts	B-2		<u>25,502.36</u>
		\$	59,587.23
Decreased by:			
Cash Disbursements	B-2		<u>28,083.13</u>
Balance, December 31, 2015	B	\$	<u>31,504.10</u>

"B-9"

SCHEDULE OF MISCELLANEOUS DEPOSITS

	<u>BALANCE DECEMBER 31, 2014</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE DECEMBER 31, 2015</u>
Street Opening Deposits	\$ 11,820.00	\$ 480.00	\$	\$ 12,300.00
Library Fund	55,040.05	3,843.90	2,745.18	56,138.77
Bid and Bond Deposits	13,684.00			13,684.00
Miscellaneous Escrow	16,774.79			16,774.79
Recreation	2,089.84	11,680.00	12,307.61	1,462.23
Law Enforcement Trust	15,269.31	1,015.35		16,284.66
Miscellaneous		1,025.00	723.96	301.04
Tax Sale Premium	65,000.00	191,200.00	121,000.00	135,200.00
Developers Escrow	29,717.45	2,312.70		32,030.15
Historical Committee		600.00		600.00
POAA	2,083.71	152.00	450.00	1,785.71
Donations	1,377.02			1,377.02
Public Defender	3,010.52	2,934.50	3,958.46	1,986.56
Crime Stoppers	5,000.00			5,000.00
Fire Inspection Fees	4,625.45	450.00		5,075.45
Bulk Program		9,860.00	9,860.00	
Sewer Permit Fees		5,008.50	5,008.50	
AFS Security Deposit		550.00		550.00
Sports and Recreation Complex		17,925.50	9,117.78	8,807.72
Accumulated Absences	23,537.08		19,305.81	4,231.27
Snow Removal	5,000.00			5,000.00
	<u>\$ 254,029.22</u>	<u>\$ 249,037.45</u>	<u>\$ 184,477.30</u>	<u>\$ 318,589.37</u>
<u>REF.</u>	B	B-2	B-2	B

"B-10"

BOROUGH OF GARWOOD

TRUST FUND

SCHEDULE OF DUE STATE OF NEW JERSEY - REGISTRAR FEES

	<u>REF.</u>		
Balance, December 31, 2014	B	\$	125.00
Increased by:			
Cash Receipts	B-2		825.00
		\$	<u>950.00</u>
Decreased by:			
Cash Disbursements	B-2		775.00
			<u>775.00</u>
Balance, December 31, 2015	B	\$	<u><u>175.00</u></u>

"B-11"

SCHEDULE OF DUE PAYROLL DEDUCTIONS PAYABLE

Balance, December 31, 2014	B	\$	4,556.09
Increased by:			
Employee Payroll Deductions	B-2		3,377,120.17
		\$	<u>3,381,676.26</u>
Decreased by:			
Cash Disbursements	B-2		3,376,916.42
			<u>3,376,916.42</u>
Balance, December 31, 2015	B	\$	<u><u>4,759.84</u></u>

"B-12"

BOROUGH OF GARWOOD

TRUST FUND

SCHEDULE OF DUE CURRENT FUND

	<u>REF.</u>		<u>TRUST OTHER FUND</u>
Balance, December 31, 2014: Due To	B	\$	8,423.49
Receipts	B-2		15,955.91
Disbursements	B-2		<u>17,442.00</u>
Balance, December 31, 2015: Due To	B	\$	<u><u>6,937.40</u></u>

"B-13"

SCHEDULE OF RESERVE FOR FLEXIBLE SPENDING

Balance, December 31, 2014	B	\$	2,249.68
Increased by:			
Cash Receipts	B-2		<u>1,000.08</u>
		\$	<u>3,249.76</u>
Decreased by:			
Cash Disbursements	B-2		<u>1,000.08</u>
Balance, December 31, 2015	B	\$	<u><u>2,249.68</u></u>

"B-14"

SCHEDULE OF LAW ENFORCEMENT PETTY CASH

Balance, December 31, 2014	B	\$	50.00
Increased by:			
Cash Disbursements	B-2	\$	<u>200.00</u>
			<u>250.00</u>
Balance, December 31, 2015	B	\$	<u><u>250.00</u></u>

BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

SCHEDULE OF CAPITAL CASH - TREASURER

	<u>REF.</u>		
Balance, December 31, 2014	C	\$	20,530.68
Increased by Receipts:			
Capital Improvement Fund	C-7	\$	15,000.00
General Improvement Serial Bonds	C-9		2,741,000.00
State Aid Receivable	C-11		356,800.76
Bond Anticipation Notes	C-10		229,800.00
Due Current Fund	C-4		340,426.91
Refunds	C-8		7,882.84
Premium on Bond Anticipation Notes Issued	C-1		<u>28,588.35</u>
			3,719,498.86
		\$	<u>3,740,029.54</u>
Decreased by Disbursements:			
Improvement Authorizations	C-8	\$	684,410.59
Bond Anticipation Notes	C-10		2,934,656.00
Due Current Fund	C-4		<u>15,188.65</u>
			<u>3,634,255.24</u>
Balance, December 31, 2015	C	\$	<u><u>105,774.30</u></u>

"C-3"

BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

ANALYSIS OF CAPITAL CASH

BALANCE  
DECEMBER  
31, 2015

IMPROVEMENT DESCRIPTION

Fund Balance	\$	84,293.01
Capital Improvement Fund		219,770.35
Due Current Fund		(417,265.79)
State Aid Receivable		(294,736.70)
County Grant Receivable		(32,500.00)
Reserve for County Grants		50,000.00
Improvement Authorizations - Funded as Set Forth on "C-8"		411,344.49
Bond Anticipation Notes Issued - Unexpended Proceeds as Set Forth on "C-6"		195,194.02
Improvement Authorizations - Expended as Set Forth on "C-6"		<u>(110,325.08)</u>
	\$	<u>105,774.30</u>

REF.

C

BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

SCHEDULE OF DUE FROM CURRENT FUND

	<u>REF.</u>		
Balance, December 31, 2014	C		\$ 737,265.79
Increased by:			
Cash Disbursed	C-2	\$ 15,188.65	
Raised in Budget	C-6	<u>5,238.26</u>	
			\$ <u>20,426.91</u>
Decreased by:			
Cash Received	C-2		<u>340,426.91</u>
Balance, December 31, 2015	C		\$ <u><u>417,265.79</u></u>

BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

SCHEDULE OF DEFERRED CHARGES  
TO FUTURE TAXATION - FUNDED

	<u>REF.</u>	
Balance, December 31, 2014	C	\$ 760,916.00
Increased by:		
General Improvement Serial Bonds	C-6	2,741,000.00
		\$ <u>3,501,916.00</u>
Decreased by:		
2015 Budget Appropriations to Pay Bonds	C-9	<u>119,203.47</u>
Balance, December 31, 2015	C	\$ <u><u>3,382,712.53</u></u>



BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>REF.</u>		
Balance, December 31, 2014	C	\$	238,470.35
Increased by:			
2015 Budget Appropriation	C-2		15,000.00
		\$	<u>253,470.35</u>
Decreased by:			
Appropriation to Finance Improvement Authorizations	C-8		<u>33,700.00</u>
Balance, December 31, 2015	C	\$	<u><u>219,770.35</u></u>

BOROUGH OF GARWOOD  
GENERAL CAPITAL FUND

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

ORDINANCE NUMBER	IMPROVEMENT DESCRIPTION	DATE	AMOUNT	BALANCE		AUTHORIZATIONS	TRANSFERS	REFUNDS	CANCELED	PAID OR CHARGED	BALANCE	
				UNFUNDED	FUNDED						DECEMBER 31, 2014	DECEMBER 31, 2015
04-15/05-09	Acquisition of Rescue Pumper, Mason Dump Truck, and Backhoe Loader	10/26/04	\$ 600,000.00	\$ 27,652.90	\$					\$ 27,652.90	\$	
05-10	Road Improvements to Lexington Avenue, and East Street	4/26/05	265,000.00	7,382.64						5,366.65	2,015.99	
06-04	Improvement to Second Avenue	3/14/06	290,000.00	33,829.57						19,110.91	14,718.66	
06-05/06-21	Repair to Gabion Walls	10/10/06	110,000.00	17,053.32					15,918.43		1,134.89	
06-07	Mapping of Storm Sewer and Sanitary Sewer Systems	4/11/06	35,500.00	451.55							451.55	
06-19	Repair of Roof and Associated Work at Public Works	9/12/06	16,000.00	1,500.00							1,500.00	
07-23	Various Public Improvements	9/11/07	445,000.00	24,627.38					24,627.38			
07-24	Construction of Athletic Field Complex	8/14/12	2,110,000.00	324,090.30				2,641.00		220,979.12	105,752.18	
07-30	Acquisition of Senior Bus	10/9/07	76,000.00	24,449.60					24,449.60			
08-04	Purchase of Fingerprint Scan, Exhaust System, Alarm System, and Dictaphone	3/25/08	75,000.00	5,992.97							5,992.97	
08-19	Road and Drainage Improvements	11/25/08	422,000.00	23,313.25					23,313.25			
08-20	Installation of New Curbing at Portions of Willow Avenue and Myrtle Avenue	11/25/08	13,000.00	11,367.01								11,367.01
09-08	Purchase of Fill Station for Fire Dept.	4/14/09	12,000.00	2,372.34							2,372.34	
09-11	Various Road and Drainage Projects	4/28/09	240,000.00	241.70							241.70	
09-16	Acquisition of New Garbage Truck	9/8/09	176,500.00	6,513.29					6,513.29			
10-11	Road Improvement Project	6/22/10	350,000.00	60,142.00					60,142.00			
11-11	Road and Drainage Improvements	6/28/11	420,000.00	26,201.33					26,201.33			
12-07	Road and Drainage Improvements	6/12/12	340,000.00	26,506.02								11,701.13
12-16	Acquisition of New Equipment	11/27/12	275,000.00	585.14					585.14			
13-11	Road and Drainage Improvements	7/23/13	250,000.00	112,359.10					14,022.05	34,399.28	1,433.43	
13-13	Acquisition of Dump Truck and Spreader	8/27/13	170,000.00	15,455.48						256,254.95	42,983.44	
14-11	Road and Drainage Improvements	6/24/14	300,000.00	146,251.84				231.84		19,667.50	1,832.50	
15-02	Edmunds Software	2/24/15	21,500.00	21,500.00								627.01
15-11	Police Equipment	6/9/15	59,000.00	59,000.00				10.00		58,382.98		
15-15	Road and Drainage/Sidewalk Repair	8/11/15	395,000.00	395,000.00				5,000.00		41,261.78	218,338.22	140,400.00
15-16/24	Sewer Improvements	11/24/15	45,000.00	45,000.00						1,324.51	875.49	42,800.00
			\$ 122,675.96	\$ 835,662.77	\$ 520,500.00	\$ 7,882.84	\$ 195,772.47	\$ 684,410.59	\$ 411,344.49	\$ 195,194.02		

REF.	C	C	C-2	C-2	C-3	C-6
C-7		\$				
C-6						
C-6						
C-14						
		\$				

BOROUGH OF GARWOOD  
GENERAL CAPITAL FUND

SCHEDULE OF GENERAL SERIAL BONDS

PURPOSE	DATE OF ISSUE	ORIGINAL ISSUE	MATURETIES OF BONDS OUTSTANDING DECEMBER 31, 2015	INTEREST RATE	BALANCE DECEMBER 31, 2014	INCREASED	DECREASED	BALANCE DECEMBER 31, 2015
General Improvements	7/15/03	\$ 1,010,000.00	\$ 95,000.00	4.00%	\$ 190,000.00	\$	\$ 95,000.00	\$ 95,000.00
General Improvements	4/1/15	2,741,000.00	135,000.00	1.50%		2,741,000.00		2,741,000.00
	4/1/17		240,000.00	1.50%				
	4/1/18		250,000.00	1.50%				
	4/1/19		260,000.00	2.00%				
	4/1/20		260,000.00	2.00%				
	4/1/21		260,000.00	2.00%				
	4/1/22		270,000.00	2.00%				
	4/1/24		270,000.00	2.00%				
	4/1/25		270,000.00	2.00%				
	4/1/26		266,000.00	2.50%				
					\$ 190,000.00	\$ 2,741,000.00	\$ 95,000.00	\$ 2,836,000.00

REF.

C

C-2

C-5

C

**BOROUGH OF GARWOOD  
GENERAL CAPITAL FUND**

**SCHEDULE OF BOND ANTICIPATION NOTES**

ORDINANCE NUMBER	IMPROVEMENT DESCRIPTION	DATE OF ORIGINAL ISSUE NOTE	DATE OF ISSUE	DATE OF MATURITY	INTEREST RATE	BALANCE DECEMBER 31, 2014	INCREASED	DECREASED	BALANCE DECEMBER 31, 2015
04-10	Road Improvements and Restoration of Parking Area	4/20/06	11/10/14	4/10/15	0.750%	\$ 68,055.00	\$	\$ 68,055.00	\$
04-15	Acquisition of Equipment	4/20/06	11/10/14	4/10/15	0.750%	345,907.00		345,907.00	
05-10	Road Improvements to Various Streets	4/20/06	11/10/14	4/10/15	0.750%	88,416.00		88,416.00	
06-04	Road Improvements to Second Avenue	4/20/06	11/10/14	4/10/15	0.750%	99,208.00		99,208.00	
06-05/06-21	Repairs to Gabion Walls	4/20/07	11/10/14	4/10/15	0.750%	86,645.00		86,645.00	
07-30	Acquisition of Senior Citizen Bus	4/18/08	11/10/14	4/10/15	0.750%	25,974.00		25,974.00	
07-23	Various Public Improvements	7/15/08	11/10/14	4/10/15	0.750%	182,836.00		182,836.00	
07-24	Construction of Athletic Field Complex Project	7/15/08	11/10/14	4/10/15	0.750%	431,032.00		431,032.00	
08-19	Road & Drainage Improvement	4/17/09	11/10/14	4/10/15	0.750%	174,315.00		174,315.00	
09-11	Road and Drainage Improvements	4/16/10	11/10/14	4/10/15	0.750%	44,736.00		44,736.00	
09-16	Purchase of Garbage Truck	4/16/10	11/10/14	4/10/15	0.750%	130,666.00		130,666.00	
10-11	Road Improvements	4/15/11	11/10/14	4/10/15	0.750%	71,052.00		71,052.00	
11-11	Road and Drainage Improvements	4/13/12	11/10/14	4/10/15	0.750%	240,000.00		240,000.00	
12-09	Athletic Field Complex	4/12/13	11/10/14	4/10/15	0.750%	420,000.00		420,000.00	
14-11	Road and Drainage Improvements	11/10/14	11/10/14	4/10/15	0.750%	75,000.00		75,000.00	
12-07	Road and Drainage Improvements	4/12/13	4/11/14	4/10/15	1.250%	155,000.00		155,000.00	
12-16	Acquisition of Equipment and Vehicle	4/12/13	4/11/14	4/10/15	1.250%	223,660.00		223,660.00	
13-11	Road and Drainage Improvements	4/12/13	4/11/14	4/10/15	1.250%	60,000.00		60,000.00	
13-13	Dump Truck and Spreader	4/12/13	4/11/14	4/10/15	1.250%	161,900.00		161,900.00	
15-11	Police Equipment	12/18/15	12/18/15	12/16/16	1.390%	56,100.00	56,100.00		56,100.00
15-15	Road and Drainage/Sidewalk Repair	12/18/15	12/18/15	12/16/16	1.390%	140,400.00	140,400.00		140,400.00
15-16/24	Sewer Improvements	12/18/15	12/18/15	12/16/16	1.390%	33,300.00	33,300.00		33,300.00
						<u>\$ 3,065,392.00</u>	<u>\$ 229,800.00</u>	<u>\$ 3,065,392.00</u>	<u>\$ 229,800.00</u>
						C	C-2	C	C-C-5
						REF.	C-6	C-2	C-6
						Paid by Budget Appropriation	\$ 130,736.00	\$ 130,736.00	\$ 130,736.00
						Disbursements	2,934,656.00	2,934,656.00	2,934,656.00
						\$ 3,065,392.00	\$ 3,065,392.00	\$ 3,065,392.00	\$ 3,065,392.00

"C-11"

BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

SCHEDULE OF STATE AID RECEIVABLE

Balance, December 31, 2014	C	\$ 436,537.46
Increased by:		
2015 Grant Award	C-8	<u>215,000.00</u>
		\$ <u>651,537.46</u>
Decreased by:		
Receipts	C-2	<u>356,800.76</u>
Balance, December 31, 2015	C	\$ <u><u>294,736.70</u></u>

"C-12"

SCHEDULE OF UNION COUNTY GRANTS RECEIVABLE

Increased by:		
2015 Grant Award	C-8	\$ <u>32,500.00</u>
Balance, December 31, 2015	C	\$ <u><u>32,500.00</u></u>

"C-13"

BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

SCHEDULE OF GREEN ACRES LOAN PAYABLE

	<u>REF.</u>	
Balance, December 31, 2014	C	\$ 570,916.00
Decreased by:		
Paid by Budget Appropriation	C-3	<u>24,203.47</u>
Balance, December 31, 2015	C	<u>\$ 546,712.53</u>

"C-14"

SCHEDULE OF RESERVE FOR COUNTY OF UNION GRANTS

Balance, December 31, 2014, and, December 31, 2015	C	<u>\$ 50,000.00</u>
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BOROUGH OF GARWOOD

GENERAL CAPITAL FUND

SCHEDULE OF BONDS AND NOTES AUTHORIZED  
BUT NOT ISSUED

<u>ORDINANCE NUMBER</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE DECEMBER 31, 2015</u>
94-20	Resurfacing Improvements to Center Street	\$ 37,000.00
95-05	Drainage and Resurfacing- Center Street	35,458.08
03-05/04-12	Road Improvements of Second Avenue, East Street and Locust Avenue	17,000.00
08-20	Installation of Curbing	11,367.00
15-24	Sewer Improvements	<u>9,500.00</u>
		<u>\$ 110,325.08</u>

BOROUGH OF GARWOOD

PUBLIC ASSISTANCE TRUST FUND

SCHEDULE OF PUBLIC ASSISTANCE CASH - TREASURER

	<u>REF.</u>	<u>P.A.T.F.</u> <u>!</u>	<u>FUND</u> <u>TOTAL</u>
Balance, December 31, 2014 and December 31, 2015	E	\$ <u>1,372.80</u>	\$ <u>1,372.80</u>

BOROUGH OF GARWOOD

PUBLIC ASSISTANCE TRUST FUND

SCHEDULE OF PUBLIC ASSISTANCE CASH  
AND RECONCILIATION PER N.J.S.A. 40A:5-5

	<u>REF.</u>		
Balance, December 31, 2015 and February 29, 2016	E-1		\$ <u>1,372.80</u>
<u>Reconciliation - February 29, 2016</u>		<u>P.A.T.F. I ACCOUNT</u>	<u>TOTAL</u>
Balance on Deposit Per Statement of: Investors Savings Bank Account # 0043-99-0062-7	E-1	\$ <u>1,372.80</u>	\$ <u>1,372.80</u>

BOROUGH OF GARWOOD

PART II

REPORTS 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

SCHEDULES OF EXPENDITURES FEDERAL AWARDS AND  
STATE FINANCIAL ASSISTANCE

NOTES TO THE SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS  
AND STATE FINANCIAL ASSISTANCE



# SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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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**

The Honorable Mayor and Members  
of the Borough Council  
Borough of Garwood  
County of Union  
Garwood, New Jersey 07207

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the regulatory financial statements of the various individual funds and the account group of the Borough of Garwood, as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the Borough's regulatory financial statements, and have issued our report thereon dated April 25, 2016. Our report disclosed that, as described in Note 1 to the financial statements, the Borough of Garwood prepares its financial statements on a basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with a modified accrual basis and the budget laws of the State of New Jersey, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

***Internal Control Over Financial Reporting***

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

# SUPLEE, CLOONEY & COMPANY

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 Borough of Garwood's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

## **Compliance and Other Matters**

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

## **Purpose of This Report**

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

  
CERTIFIED PUBLIC ACCOUNTANTS

  
REGISTERED MUNICIPAL ACCOUNTANT NO. 50

April 25, 2016

BOROUGH OF GARWOOD

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED DECEMBER 31, 2015

FEDERAL GRANTOR/PASS THROUGH GRANTOR/ PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS THROUGH GRANTOR'S NUMBER	GRANT PERIOD FROM TO	GRANT AWARD AMOUNT	2015 FUNDS RECEIVED	2015 EXPENDITURES	CUMULATIVE EXPENDITURES DECEMBER 31, 2015
<u>PASS THROUGH FROM COUNTY OF UNION</u>							
<u>DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</u>							
Community Development Block Grant	14.218	014-222	9/1/14 8/31/15	\$ 3,700.00	\$	622.00	\$ 3,700.00
Community Development Block Grant	14.218	014-223	9/1/14 8/31/15	13,250.00		8,168.51	13,250.00
Community Development Block Grant	14.218	014-408	9/1/14 8/31/15	3,000.00		228.00	3,000.00
Community Development Block Grant	14.218	015-222	9/1/15 8/31/16	2,700.00	2,700.00		
Community Development Block Grant	14.218	015-223	9/1/15 8/31/16	12,750.00	3,391.40		
Community Development Block Grant	14.218	015-408	9/1/15 8/31/16	3,000.00	846.00		
				\$ 6,937.40	\$ 9,018.51	\$	\$ 19,950.00
<u>PASS THROUGH FROM STATE OF NEW JERSEY</u>							
<u>Department of Transportation</u>							
2010 Road Improvements-Ordinance 10-11	20.205		Continuous	275,000.00	\$	\$	\$ 251,513.30
2013 Road Improvements-Ordinance 13-11	20.205		Continuous	190,000.00	47,500.00	113,328.76	190,000.00
2014 Road Improvements-Ordinance 14-11	20.205		Continuous	225,000.00	168,750.00	75,000.00	225,000.00
2015 Road and Drainage/Sidewalk Repair 15-15	20.205		Continuous	215,000.00		36,261.78	36,261.78
Click It or Ticket	20.614		Continuous	2,200.00	2,200.00	2,200.00	2,200.00
				\$ 218,450.00	\$ 226,790.54	\$	\$ 441,513.30
<u>U.S. DEPARTMENT OF JUSTICE</u>							
Federal Bulletproof Partnership Program	16.607		Continuous	1,194.53	1,194.53	\$	\$
				\$ 226,581.93	\$ 235,809.05	\$	\$ 461,463.30

BOROUGH OF GARWOOD

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE

YEAR ENDED DECEMBER 31, 2015

STATE GRANTOR/PROGRAM TITLE	STATE ACCOUNT NUMBER	GRANT PERIOD FROM TO	GRANT AWARD AMOUNT	2015 FUNDS RECEIVED	2015 EXPENDITURES	CUMULATIVE EXPENDITURES DECEMBER 31, 2015
<b>DEPARTMENT OF ENVIRONMENTAL PROTECTION</b>						
Tonnage Grant	4900-752-178810-60	Continuous	\$ 8,135.58	\$ 8,135.58	\$	\$
Clean Communities Program	4900-765-178900-60	Continuous	8,935.66	8,935.66	4,609.74	4,609.74
Clean Communities Program	4900-765-178900-60	Continuous	10,038.93		2,200.00	10,038.93
Green Acres		Continuous	179,084.00	140,550.76	140,550.76	179,084.00
				<u>\$ 157,622.00</u>	<u>\$ 147,360.50</u>	<u>\$ 193,732.67</u>
<b>DEPARTMENT OF LAW AND PUBLIC SAFETY</b>						
Alcohol Education and Rehabilitation	9735-760-060000-60	Continuous	1,711.74	\$	\$	\$ 1,150.00
Alcohol Education and Rehabilitation	9735-760-060000-60	Continuous	105.55			
Alcohol Education and Rehabilitation	9735-760-060000-60	Continuous	295.40			
				<u>\$</u>	<u>\$</u>	<u>\$ 1,150.00</u>
<b>DEPARTMENT OF LAW AND PUBLIC SAFETY</b>						
Drunk Driving Enforcement Fund	6400-100-078-6400-YYYY	Continuous	17,137.05	\$	1,675.55	\$ 14,118.53
Body Armor Replacement Fund	1020-718-066-1020-001-6120	Continuous	1,849.62	1,849.62		
Body Armor Replacement Fund	1020-718-066-1020-001-6120	Continuous	1,813.49		1,300.75	1,776.74
Body Armor Replacement Fund	1020-718-066-1020-001-6120	Continuous	2,212.48	2,212.48		
				<u>\$ 4,062.10</u>	<u>\$ 2,976.30</u>	<u>\$ 15,895.27</u>
<b>DEPARTMENT OF COMMUNITY AFFAIRS</b>						
<b>PASS THROUGH COUNTY OF UNION</b>						
Municipal Alliance Grant	SC-14-ALL-04	11/14 12/31/14	\$ 13,566.70	\$ 6,472.06	\$ 1,791.91	\$ 12,927.76
Municipal Alliance Grant	SC-15-ALL-04	1/1/15 12/31/15	14,202.00	7,101.00	9,149.41	9,149.41
				<u>13,573.06</u>	<u>10,941.32</u>	<u>22,077.17</u>
				<u>\$ 175,257.16</u>	<u>\$ 161,278.12</u>	<u>\$ 232,855.11</u>

BOROUGH OF GARWOOD

NOTES TO THE SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS  
AND STATE FINANCIAL ASSISTANCE

YEAR ENDED DECEMBER 31, 2015

NOTE 1. GENERAL

The accompanying schedules of expenditures of federal awards and state financial assistance present the activity of all federal and state financial awards of the Borough of Garwood, County of Union, New Jersey. All federal and state financial awards received directly from federal or state agencies, as well as federal financial awards passed through other government agencies is included on the Schedules of Expenditures of Federal Awards and State Financial Assistance.

NOTE 2. BASIS OF ACCOUNTING

The accompanying schedules of expenditures of federal awards and state financial assistance are presented on the prescribed basis of accounting, modified accrual basis with certain exceptions, prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with the budget laws of New Jersey, which is a comprehensive basis of accounting, other than U.S. generally accepted accounting principles. The basis of accounting, with exception, is described in Note 1 to the Borough's financial statements - regulatory basis.

NOTE 3. RELATIONSHIP TO FEDERAL AND STATE FINANCIAL REPORTS

Amounts reported in the accompanying schedules agree with the amounts reported in the related federal and state financial reports.

NOTE 4. RELATIONSHIP TO FINANCIAL STATEMENTS - REGULATORY BASIS

Amounts reported in the accompanying schedules agree with amounts reported in the Borough's regulatory basis financial statements. These amounts are reported in either the Current Fund, General Capital Fund or Trust Other Fund. Reconciliations of revenues and expenses are presented on the following page.

NOTE 4. RELATIONSHIP TO FINANCIAL STATEMENTS - REGULATORY BASIS (CONTINUED)

Revenues:

	<u>Federal</u>	<u>State</u>	<u>Other</u>	<u>Total</u>
Current Fund	\$ 3,394.53	\$ 34,706.40	\$ 47,228.00	\$ 85,328.93
General Capital Fund	216,250.00	140,550.76		356,800.76
Trust Other Fund	<u>6,937.40</u>			<u>6,937.40</u>
	<u>\$ 226,581.93</u>	<u>\$ 175,257.16</u>	<u>\$</u>	<u>\$ 449,067.09</u>

Expenditures:

	<u>Federal</u>	<u>State</u>	<u>Other</u>	<u>Total</u>
Current Fund	\$ 2,200.00	\$ 20,727.36	\$ 14,448.57	\$ 37,375.93
General Capital Fund	224,590.54	140,550.76		365,141.30
Trust Other Fund	<u>9,018.51</u>			<u>9,018.51</u>
	<u>\$ 235,809.05</u>	<u>\$ 161,278.12</u>	<u>\$ 14,448.57</u>	<u>\$ 411,535.74</u>

NOTE 5. OTHER

Matching contributions expended by the Borough in accordance with terms of the various grants are not reported in the accompanying schedule.

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PART III  
BOROUGH OF GARWOOD  
STATISTICAL DATA  
LIST OF OFFICIALS  
COMMENTS AND RECOMMENDATION  
YEAR ENDED DECEMBER 31, 2015

COMPARATIVE STATEMENT OF OPERATIONS AND  
CHANGE IN FUND BALANCE - CURRENT FUND

	<u>YEAR 2015</u>		<u>YEAR 2014</u>	
	<u>AMOUNT</u>	<u>%</u>	<u>AMOUNT</u>	<u>%</u>
<u>REVENUE AND OTHER INCOME REALIZED</u>				
Fund Balance Utilized	\$ 598,500.00	3.12%	\$ 468,500.00	2.51%
Miscellaneous - From Other Than Local Property Tax Levies	1,257,536.38	6.55%	1,331,367.60	7.12%
Collection of Delinquent Taxes and Tax Title Liens	229,748.57	1.20%	378,252.68	2.02%
Collection of Current Tax Levy	<u>17,124,747.73</u>	<u>89.14%</u>	<u>16,521,956.32</u>	<u>88.35%</u>
<u>Total Income</u>	<u>\$ 19,210,532.68</u>	<u>100.00%</u>	<u>\$ 18,700,076.60</u>	<u>100.00%</u>
<u>EXPENDITURES</u>				
Budget Expenditures:				
Municipal Purposes	\$ 7,383,050.32	39.33%	\$ 7,240,298.22	39.83%
County Taxes	3,478,659.45	18.53%	3,405,381.87	18.73%
Local School Taxes	7,881,865.00	41.99%	7,514,083.00	41.34%
Other Expenditures	<u>26,148.46</u>	<u>0.14%</u>	<u>17,943.17</u>	<u>0.10%</u>
<u>Total Expenditures</u>	<u>\$ 18,769,723.23</u>	<u>100.00%</u>	<u>\$ 18,177,706.26</u>	<u>100.00%</u>
Excess in Revenue	\$ 440,809.45		\$ 598,780.34	
Adjustments to Income Before Fund Balance:				
Expenditures Included Above Which are by Statute				
Deferred Charges to Budget of Succeeding Year	88,252.00		75,000.00	
Fund Balance, January 1	<u>864,812.40</u>		<u>734,532.06</u>	
	\$ 1,305,621.85		\$ 1,333,312.40	
Less: Utilization as Anticipated Revenue	<u>598,500.00</u>		<u>468,500.00</u>	
Fund Balance, December 31	<u>\$ 707,121.85</u>		<u>\$ 864,812.40</u>	

COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2015</u>	<u>2014</u>	<u>2013</u>
Tax Rate	\$ <u>9.295</u>	\$ <u>8.962</u>	\$ <u>8.792</u>
Apportionment of Tax Rate:			
Municipal	\$ 3.098	\$ 3.013	\$ 2.974
Library	0.115	0.115	0.116
County	1.809	1.767	1.698
County Open Space, Recreation and Historical Preservation	0.052	0.051	0.052
Local School	<u>4.221</u>	<u>4.016</u>	<u>3.952</u>

Assessed Valuations:

2015	\$ <u>186,730,326.00</u>		
2014		\$ <u>187,134,985.00</u>	
2013			\$ <u>187,683,557.00</u>

COMPARISON OF TAX LEVIES AND COLLECTION CURRENTLY

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

<u>YEAR</u>	<u>TAX LEVY</u>	<u>CURRENTLY</u>	
		<u>CASH COLLECTIONS</u>	<u>PERCENTAGE OF COLLECTION</u>
2015	\$ 17,381,432.64	\$ 17,124,747.73	98.52%
2014	16,779,415.41	16,521,956.32	98.46%
2013	16,507,678.80	16,076,151.97	97.38%

DELINQUENT TAXES AND TAX TITLE LIENS

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

<u>DEC. 31ST. YEAR</u>		<u>AMOUNT OF TAX TITLE LIENS</u>		<u>AMOUNT OF DELINQUENT TAXES</u>		<u>TOTAL DELINQUENT</u>		<u>PERCENTAGE OF TAX LEVY</u>
2015	\$	26,407.75	\$	238,725.99	\$	265,133.74		1.53%
2014		25,004.19		229,748.57		254,752.76		1.52%
2013		23,650.93		378,252.68		401,903.61		2.43%

PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

No properties have been acquired in 2015 by foreclosure or deed, as a result of liquidation of tax title liens.

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 was as follows:

<u>YEAR</u>	<u>AMOUNT</u>
2015	\$ 17,974.00
2014	17,974.00
2013	17,974.00

COMPARATIVE SCHEDULE OF FUND BALANCES

	<u>YEAR</u>	<u>BALANCE DECEMBER 31,</u>	<u>UTILIZED IN BUDGET OF SUCCEEDING YEAR</u>
Current Fund	2015	\$ 707,121.85 \$	500,000.00
	2014	864,812.40	598,500.00
	2013	734,532.06	468,500.00
	2012	451,715.57	300,000.00
	2011	482,143.65	300,000.00

OFFICIALS IN OFFICE AND SURETY BONDS

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

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT OF BOND</u>
Charles Lombardo	Mayor	*
Michael Martin	Councilman	*
James Mathieu	Councilman	*
William Nierstedt	Councilman	*
Louis Petruzzelli	Councilman	*
Ann Tarantino	Councilwoman up to 9/2015	*
Carol Kearney	Councilwoman from 9/2015	*
Sara Todisco	Councilwoman	*
Gary Bundy	Municipal Court Judge	*
Agnes Kurzweil	Tax Collector/Tax Search Officer	*
Sandra Bruns	Treasurer/Chief Financial Officer	*
Christina Ariemma	Borough Administrator/Clerk	*
Kathleen Wierzbinski	Registrar/Assistant to Clerk	*
Bruce Underhill	Chief of Police	*
Scott Kessler	Director of Recreation	*
Martha Marino	Court Administrator	*
Catherine Frank	Deputy Court Administrator	*
Robert Donovan	Prosecutor	*
Robert F. Renaud	Attorney	*
Donald R. Guarriello	Engineer	*
Michael Tharaldsen	Fire Chief	*
Christina Ariemma	Licensing Official	*
Annmarie Switzer	Tax Assessor	*
Scott Marinelli	Public Defender	*
Lenny DiStefano	Zoning Code Enforcement Official	*
Victor Vinegra	Zoning Code Official-Review	*
Adele Lewis	Planning Board Secretary	*
Frederick W. Corbitt	Director of Public Works	*
Paulette Drogan	Senior Citizens Director	*
Allison Maguire	Accounts Payable / Payroll Clerk	*

All bonds were examined and were properly executed.

\* Blanket Bond \$1,000,000.00 Employee Dishonesty Coverage  
Statewide Insurance Fund

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GENERAL COMMENTS AND RECOMMENDATION

GENERAL COMMENTS

CONTRACTS AND AGREEMENTS REQUIRED TO BE ADVERTISED FOR (N.J.S.A. 40A:11-4)

“Every contract or agreement, for the performance of any work or the furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only by the governing body of the contracting unit after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate the amount set forth in, or the amount calculated by the Governor pursuant to Section 3 of P.L. 1971, c. 198 (C.40A:11-3), except by contract or agreement.”

Effective July 1, 2015, the bid threshold in accordance with N.J.S.A. 40A:11-4 was \$17,500.00.

The governing body of the Municipality has the responsibility of determining whether the expenditures in any category will exceed \$17,500.00 within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the Borough Counsel's opinion should be sought before a commitment is made.

The minutes indicated that bids were requested by public advertising for the following items:

- Resurfacing of Various Streets
- Recycling Collection
- Replacement of Sanitary Sewer Line

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

Our audit of expenditures did not reveal any individual payments, contracts or agreements in excess of \$17,500.00 “for the performance of any work or the furnishing or hiring of any material or supplies,” other than those where bids had been previously sought by public advertisement or where resolution had been previously adopted under the provisions of N.J.S.A. 40A:11-6.

The minutes indicate that resolutions authorizing contracts or agreements for “Professional Services” per N.J.S.A. 40A:11-5 were advertised during 2015 for the following professional services:

- |                      |                  |
|----------------------|------------------|
| Engineering Services | Borough Auditor  |
| Legal Services       | Bonding Attorney |
| Architect            |                  |

In addition, purchases utilizing state contracts were made for the following:

- |                  |                |
|------------------|----------------|
| Police Vehicle   | Police Console |
| Police Equipment | Tree Removal   |

## COLLECTION OF INTEREST AND PENALTY ON DELINQUENT TAXES AND ASSESSMENTS

The statute provides the method for authorizing interest and the maximum rates to be charged for the nonpayment of taxes or assessments on or before the date when they would become delinquent.

The governing body on January 2, 2015 adopted the following resolution authorizing interest to be charged on delinquent taxes and assessments:

“Be It Resolved, by the Mayor and Council, Borough of Garwood, County of Union, New Jersey, that interest at the rate of eight percent (8%) per annum on the first \$1,500.00 of the delinquency, and eighteen percent (18%) per annum on any amount in excess of the said first \$1,500.00 shall be charged and collected on all delinquent taxes or assessments, and for sewer user charges from and after their due date until paid, and

Be It Further Resolved, that no interest shall be charged if payment of any installment is made within ten (10) days after the date upon which the same shall become payable, and

Be it Further Resolved, that any installment received after the expiration of the ten (10) day grace period shall bear interest from the due date and if the 10<sup>th</sup> day shall follow a Saturday or Sunday the final day of grace period shall be the next business day.”

In addition, on January 2, 2015, the governing body adopted the following resolution fixing a penalty on delinquent taxes and assessments:

“WHEREAS, by L. 1991, C. 75 N.J.S.A. 54:4-67 was amended to permit the governing body of a municipality to fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year, which may not exceed six percent of the amount of the delinquency;

“NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Garwood, City of Union, State of New Jersey, that a penalty in the sum of six percent of any “delinquency” shall be charged to any taxpayer with a delinquency prior to the end of the calendar year. “Delinquency” shall be defined to mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.”

It appears from an examination of the Collector's records that interest and penalty were collected in accordance with the foregoing resolutions.

DELINQUENT TAXES AND TAX TITLE LIENS

The last tax sale was held on March 4, 2015 and was complete.

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

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

<u>YEAR</u>	<u>NUMBER OF LIENS</u>
2015	4
2014	4
2013	4

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

VERIFICATION OF DELINQUENT TAXES AND OTHER CHARGES

A confirmation of delinquent charges and current payments was made in accordance with the regulations of the Division of Local Government Services, consisting of verification notices as follows:

<u>TYPE</u>	
Payment of 2016 Taxes	25
Payment of 2015 Taxes	25
Delinquent Taxes	25

OTHER COMMENTS

Interfund Balances

Transactions invariably occur in one fund which results in a corresponding entry to be made in another fund, thus creating interfund balances. Reference to the various balance sheets show the interfund balances remaining at year end. As a general rule all interfund balances should be closed out before the end of the year.

It is the Borough's policy to review and liquidate all interfund balances on a periodic basis.

RECOMMENDATION

NONE





