

BOROUGH OF PEAPACK AND GLADSTONE  
SUMMARY OR SYNOPSIS OF AUDIT REPORT FOR PUBLICATION

Attention is directed to the fact that a Summary or Synopsis of the Audit Report together with the recommendations is the minimum required to be published pursuant to N.J.S. 40A:5-7.

Summary or Synopsis 2016 Audit report of the Borough of Peapack and Gladstone as required by N.J.S. 40A:5-7.

COMBINED COMPARATIVE BALANCE SHEET - REGULATORY BASIS

<u>ASSETS</u>	December 31,	
	2016	2015
Cash and Cash Equivalents	\$ 9,084,719.96	\$ 7,930,908.91
Taxes, Utility, and Liens Receivable	221,532.50	271,787.80
Property Acquired for Taxes Assessed Valuation	139,900.00	139,900.00
Accounts and Grants Receivable	490,529.67	178,368.76
Deferred Charges to Future Taxation	5,021,551.43	5,285,238.97
Deferred Charges		68,000.00
Fixed Assets	11,006,770.00	11,300,550.00
Fixed Capital	8,317,748.85	8,308,683.17
Fixed Capital Authorized and Uncompleted	89,600.00	89,600.00
<u>TOTAL ASSETS</u>	<u>\$ 34,372,352.41</u>	<u>\$ 33,573,037.61</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Bonds, Loans and Notes Payable	\$ 4,740,551.43	\$ 5,118,238.97
Improvement Authorizations	994,461.47	539,027.49
Other Liabilities and Special Funds	4,824,776.28	4,242,604.92
Reserve for Certain Assets Receivable	527,985.25	589,066.01
Reserve for Fixed Assets	11,006,770.00	11,300,550.00
Reserve for Amortization	8,317,748.85	8,308,683.17
Deferred Reserve for Amortization	89,600.00	89,600.00
Fund Balances	3,870,459.13	3,385,267.05
<u>TOTAL LIABILITIES,RESERVES AND FUND BALANCE</u>	<u>\$ 34,372,352.41</u>	<u>\$ 33,573,037.61</u>

BOROUGH OF PEAPACK AND GLADSTONE

CURRENT FUND

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE - REGULATORY BASIS

(Continued)

Comparative Schedule of Operations and Change in Fund Balance - Current Fund - Regulatory Basis

	<u>Year Ended December 31,</u>	
	<u>2016</u>	<u>2015</u>
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 1,950,000.00	\$ 2,100,000.00
Miscellaneous Revenue Anticipated	560,630.74	492,594.41
Receipts from:		
Delinquent Taxes	308,504.17	130,305.11
Current Taxes	13,664,386.94	13,113,988.14
Nonbudget Revenue	321,936.50	707,528.15
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	302,040.18	243,174.85
Cancellation of:		
Reserve for Master Plan	51,000.00	
Interfunds and Other Receivables Returned	35,480.90	
Total Income	<u>17,193,979.43</u>	<u>16,787,590.66</u>
<u>Expenditures</u>		
Budget Appropriations	5,138,301.77	5,081,120.02
County Taxes	2,935,378.47	2,828,742.17
Local School District Taxes	217,758.13	212,172.40
Open Space Taxes	6,636,957.00	6,458,521.00
Cancellation of Deferred Charge- Special Emergency Appropriation	51,000.00	
Interfunds and Other Receivables Advanced	12,377.49	5,755.00
Total Expenditures	<u>14,991,772.86</u>	<u>14,586,310.59</u>
Excess in Revenue	2,202,206.57	2,201,280.07
Balance January 1	<u>2,550,524.39</u>	<u>2,449,244.32</u>
	4,752,730.96	4,650,524.39
Decreased by:		
Utilized as Anticipated Revenue	<u>1,950,000.00</u>	<u>2,100,000.00</u>
Balance December 31	<u>\$ 2,802,730.96</u>	<u>\$ 2,550,524.39</u>

BOROUGH OF PEAPACK AND GLADSTONE  
SEWER UTILITY OPERATING FUND  
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN  
FUND BALANCE - REGULATORY BASIS

(Continued)

Comparative Schedule of Operations and Change in  
Fund Balance - Sewer Utility Operating Fund - Regulatory Basis

	<u>Year Ended December 31,</u>	
	<u>2016</u>	<u>2015</u>
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 200,000.00	\$ 120,000.00
Rents	1,274,841.59	1,241,186.94
Miscellaneous Revenue Not Anticipated	26,943.03	21,013.77
Other Credits to Income:		
Appropriation Reserves Lapsed	280,522.89	325,365.61
Total Income	<u>1,782,307.51</u>	<u>1,707,566.32</u>
<u>Expenditures</u>		
Budget Expenditures:		
Operating	1,062,322.00	1,123,398.00
Capital Improvements	200,000.00	150,000.00
Capital Outlay	30,000.00	
Deferred Charges and Statutory Expenditures	57,000.00	53,871.00
Total Expenditures	<u>1,349,322.00</u>	<u>1,327,269.00</u>
Excess in Revenue	432,985.51	380,297.32
<u>Fund Balance</u>		
Balance January 1	803,466.44	543,169.12
	<u>1,236,451.95</u>	<u>923,466.44</u>
Decreased by:		
Utilization as Anticipated Revenue	200,000.00	120,000.00
Balance December 31	<u>\$ 1,036,451.95</u>	<u>\$ 803,466.44</u>

BOROUGH OF PEAPACK AND GLADSTONE  
SUMMARY OR SYNOPSIS OF AUDIT REPORT FOR PUBLICATION  
(Continued)

It is recommended that:

1. An adequate segregation of duties be maintained with respect to the recording and treasury functions.
2. A foreclosed property register is maintained.
3. The Borough revise the dog license applications to be in accordance with the adopted ordinance regarding approved fees and that fees be collected accordingly and that dog license fee collections be deposited within 48 hours as per state statute.
4. Payroll registers and reports be reviewed in order to ensure accuracy and completeness.
5. Every effort be made to ensure that tickets on the assigned but not issued report are adequately controlled and accounted for.
6. A formal cashbook be maintained by the Police Department for all collections.

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A Corrective Action Plan, which outlines actions the Borough of Peapack and Gladstone will take to correct the findings listed above, will be prepared in accordance with federal and state requirements. A copy of it will be placed on file and made available for public inspection in the office of the Municipal Clerk in the Borough of Peapack and Gladstone within 45 days of this notice.

The above summary or synopsis was prepared from the Report of Audit of the Borough of Peapack and Gladstone, County of Somerset, for the calendar year 2016. This Report of Audit, submitted by Heidi A. Wohlleb, Registered Municipal Accountant, of Nisivoccia LLP, is on file at the Borough Clerk's office and may be inspected by any interested person.

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Municipal Clerk