

SYNOPSIS OF 2011 AUDIT REPORT OF

BOROUGH OF BERGENFIELD

AS REQUIRED BY N.J.S. 40A:5-7

COMBINED COMPARATIVE BALANCE SHEET

	<u>DECEMBER 31,</u> 2011	<u>DECEMBER 31,</u> 2010
ASSETS		
Cash and Investments	\$16,363,875	\$15,682,569
Taxes, Assessments, and Liens Receivable	1,158,186	905,504
Property Acquired for Taxes-Assessed Value	134,473	28,173
Accounts Receivable	936,963	1,354,775
Deferred Charges to Future Taxation-General Capital	16,652,150	17,847,591
Deferred Charges to Revenue of Succeeding Years	211,827	536,704
Land, Buildings, Machinery, and Equipment	<u>20,970,333</u>	<u>20,504,255</u>
TOTAL ASSETS	<u><u>\$56,427,807</u></u>	<u><u>\$56,859,571</u></u>
LIABILITIES, RESERVES AND FUND BALANCE		
Bonds, Notes and Loans Payable	\$14,788,328	\$17,068,891
Improvement Authorizations	4,016,102	3,402,963
Other Liabilities and Special Funds	9,654,440	9,027,626
Reserve for Certain Assets Receivable	1,186,362	936,579
Investments in General Fixed Assets	20,970,333	20,504,255
Fund Balance	<u>5,812,242</u>	<u>5,919,257</u>
TOTAL LIABILITIES, RESERVES AND FUND BALANCE	<u><u>\$56,427,807</u></u>	<u><u>\$56,859,571</u></u>

BOROUGH OF BERGENFIELD
COMPARATIVE STATEMENTS OF OPERATIONS
AND CHANGES IN FUND BALANCE - CURRENT FUND

	<u>FISCAL</u> <u>YEAR 2011</u>	<u>TRANSITION</u> <u>YEAR 2010</u>
REVENUE AND OTHER INCOME REALIZED		
Fund Balance Utilized	\$ 1,500,000	\$ 87,753
Miscellaneous-From Other Than Local Property Taxes	5,201,481	3,145,913
Collection of Delinquent Taxes and Tax Title Liens	560,549	24,788
Collection of Current Tax Levy	77,077,932	38,708,355
Other Credits to Income	<u>617,926</u>	<u>1,108,814</u>
TOTAL INCOME	<u>84,957,888</u>	<u>43,075,623</u>
EXPENDITURES		
Budget Appropriations:		
Municipal Purposes	32,655,498	16,059,235
County Taxes	6,009,358	2,857,505
Local and Regional School Taxes	44,883,849	22,441,924
Other Expenditures	<u>20,138</u>	<u>1,250</u>
TOTAL EXPENDITURES	83,568,843	41,359,914
Less: Expenditures to be Raised by future Taxes	<u>3,940</u>	<u>-</u>
TOTAL ADJUSTED EXPENDITURES	<u>83,564,903</u>	<u>41,359,914</u>
Statuary Excess to Fund Balance	1,392,985	1,715,709
Fund Balance, January 1	<u>5,846,374</u>	<u>4,218,418</u>
	7,239,359	5,934,127
Less: Utilization as Anticipated Revenue	<u>1,500,000</u>	<u>87,753</u>
Balance, December 31	<u>\$ 5,739,359</u>	<u>\$ 5,846,374</u>

**BOROUGH OF BERGENFIELD
RECOMMENDATIONS**

It is recommended that:

1. The Trust Fund miscellaneous reserves be reviewed to determine which balances are inactive and can be cancelled by resolution and establish Dedication by Riders for all the active miscellaneous reserve balances.
2. Payroll agency bank account checks have two authorized signatures.
3. It is recommended that the Municipal Court:
 - Review and clear of record old reconciling items on the general fine and bail bank accounts.
 - All deposits be made within forty-eight hours from point of collection.
4. It is recommended that the Construction Code Department:
 - The bank account for the DCA fees be reconciled on a monthly basis and all bank statements be retained for audit.
 - All permit fees charged be in accordance with the Borough's fee ordinance.
 - The cash receipt ledger maintained for the other fees collected be sub-totaled monthly and year-to-date.
5. The quarterly pension deducted per the payroll be reconciled with the pension amounts remitted to the State.
6. Purchase orders be created when the goods and/or services are being ordered.
7. Internal control procedures be enhanced over the processing of tax court judgment refunds.

CAROLE CHAMBERLAIN-BERMAN
Borough Clerk