

*BOROUGH OF
MOUNTAIN LAKES
COUNTY OF MORRIS
REPORT OF AUDIT
2020*

*NISIVOCIA LLP
CERTIFIED PUBLIC ACCOUNTANTS*

BOROUGH OF MOUNTAIN LAKES

COUNTY OF MORRIS

REPORT OF AUDIT

2020

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BOROUGH OF MOUNTAIN LAKES

PART I

REPORT ON AUDIT OF

FINANCIAL STATEMENTS AND

SUPPLEMENTARY SCHEDULES

YEAR ENDED DECEMBER 31, 2020



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Independent Auditors' Report

The Honorable Mayor and Members
of the Borough Council
Borough of Mountain Lakes
County of Morris, New Jersey

Report on the Financial Statements

We have audited the financial statements – *regulatory basis* – of the various funds of the Borough of Mountain Lakes, in the County of Morris (the "Borough") as of and for the years ended December 31, 2020 and 2019 and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting practices prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division") to demonstrate compliance with the Division's regulatory basis of accounting, and the budget laws of New Jersey; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America, audit requirements prescribed by 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 audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Borough'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's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

The Honorable Mayor and Members
of the Borough Council
Borough of Mountain Lakes
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Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1, the financial statements are prepared by the Borough on the basis of accounting practices prescribed or permitted by the Division to demonstrate compliance with the Division's regulatory basis of accounting and the budget laws of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America. 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 the Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statements referred to above do not present fairly in accordance with accounting principles generally accepted in the United States of America the financial position of each fund and account group of the Borough as of December 31, 2020 and 2019, or the changes in financial position or where applicable, cash flows thereof for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above, present fairly, in all material respects, the financial position of the various funds and account group of the Borough as of December 31, 2020 and 2019, and the results of operations and changes in fund balance, where applicable, of such funds, thereof for the years then ended on the basis of the accounting practices prescribed or permitted by the Division to demonstrate compliance with the Division's regulatory basis of accounting and the budget laws of New Jersey, as described in Note 1.

Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements of the various funds that collectively comprise the Borough's financial statements. The supplementary data schedules listed in the table of contents and the schedules of expenditures of federal and state awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance") and New Jersey's OMB Circular 15-08, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*, are presented for purposes of additional analysis and are not a required part of the financial statements.

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

The Honorable Mayor and Members
of the Borough Council
Borough of Mountain Lakes
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Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 9, 2021 on our consideration of the Borough'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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Borough's 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's internal control over financial reporting and compliance.

March 9, 2021
Mount Arlington, New Jersey

Nisiroccia LLP
NISIVOCIA LLP

John J. Mooney

John J. Mooney
Registered Municipal Accountant No. 560
Certified Public Accountant

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
CURRENT FUND

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
COMPARATIVE BALANCE SHEET-REGULATORY BASIS

		December 31,	
	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<u>ASSETS</u>			
Regular Fund:			
Cash and Cash Equivalents:			
Treasurer	A-4	\$ 3,899,786.21	\$ 3,165,774.77
Change Funds		200.00	200.00
		<u>3,899,986.21</u>	<u>3,165,974.77</u>
Due from State of New Jersey:			
Senior Citizens and Veterans Deductions		3,270.26	3,270.26
		<u>3,903,256.47</u>	<u>3,169,245.03</u>
Receivables and Other Assets With Full Reserves:			
Delinquent Property Taxes Receivable	A-7	355,462.61	398,827.92
Tax Title Liens Receivable	A-8	37,556.05	25,083.61
Property Acquired for Taxes - Assessed Valuation		169,885.09	169,885.09
Revenue Accounts Receivable	A-9	100.00	2,886.26
Other Accounts Receivable		3,589.51	10,715.13
Total Receivables and Other Assets With Full Reserves		<u>566,593.26</u>	<u>607,398.01</u>
Deferred Charges:			
Special Emergency Authorization	A-3	125,000.00	
Total Regular Fund		<u>4,594,849.73</u>	<u>3,776,643.04</u>
Federal and State Grant Fund:			
Grants Receivable	A-10		42,647.22
Due from Current Fund	A	82,256.08	106,011.18
Total Federal and State Grant Fund		<u>82,256.08</u>	<u>148,658.40</u>
TOTAL ASSETS		<u>\$ 4,677,105.81</u>	<u>\$ 3,925,301.44</u>

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
COMPARATIVE BALANCE SHEET-REGULATORY BASIS
(Continued)

		December 31	
	Ref.	2020	2019
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Regular Fund:			
Appropriation Reserves:			
Unencumbered	A-3;A-11	\$ 673,676.94	\$ 501,721.66
Encumbered	A-3;A-11	170,704.62	141,835.74
Total Appropriation Reserves		844,381.56	643,557.40
Accounts Payable - Vendors		3,720.00	288.62
Tax Overpayments		116,607.39	50,882.61
County Taxes Payable		9,342.20	6,068.20
Due to State of New Jersey:			
Marriage License Fees		75.00	
Construction Code Surcharge Fees		4,576.00	1,881.00
Due to T-Mobile/Omnipoint and Sprint		1,885.73	1,830.62
Prepaid Taxes		319,760.73	103,977.22
Prepaid Police Outside Detail Fees		4,917.15	
Due to Federal and State Grant Fund	A	82,256.08	106,011.18
Due to General Capital Fund	C	100,000.00	
Reserve for:			
Pending Tax Appeals		113,354.01	252,303.08
Revaluation of Property		25,200.00	
Exterminating Pests Donation		300.00	300.00
		1,626,375.85	1,167,099.93
Reserve for Receivables and Other Assets	A	566,593.26	607,398.01
Fund Balance	A-1	2,401,880.62	2,002,145.10
Total Regular Fund		4,594,849.73	3,776,643.04
Federal and State Grant Fund:			
Encumbrances			105.00
Appropriated Reserves	A-13	71,673.89	130,899.47
Unappropriated Reserves	A-14	10,582.19	17,653.93
Total Federal and State Grant Fund		82,256.08	148,658.40
TOTAL LIABILITIES, RESERVES AND FUND BALANCE		\$ 4,677,105.81	\$ 3,925,301.44

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE-REGULATORY BASIS

	Year Ended December 31,	
	2020	2019
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 1,354,338.00	\$ 1,459,338.00
Miscellaneous Revenue Anticipated	1,908,202.14	1,312,071.09
Receipts from Delinquent Taxes	421,161.43	230,492.46
Receipts from Current Taxes	32,778,276.47	31,820,587.57
Nonbudget Revenue	49,599.21	92,208.53
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	371,825.62	175,515.08
Cancellation of Accounts Payable		4,000.00
Cancellation of Appropriated Grant Reserves	47,864.09	
Interfunds and Other Receivables Returned	7,125.62	8,432.59
Total Income	36,938,392.58	35,102,645.32
<u>Expenditures</u>		
Budget and Emergency Appropriations:		
Municipal Purposes	8,818,647.93	8,115,606.86
County Taxes	3,357,462.91	3,430,024.72
Local District School Tax	23,076,801.00	22,170,843.00
Cancellation of Grants Receivable	41,907.22	
Refund of Prior Year Revenue	14,500.00	1,172.10
Interfunds and Other Receivables Advanced		10,715.13
Total Expenditures	35,309,319.06	33,728,361.81
Excess in Revenue	1,629,073.52	1,374,283.51
Adjustments Before Fund Balance:		
Expenditures Included Above Which Are by Statute		
Deferred Charges to Budget of Succeeding Year	125,000.00	
Statutory Excess to Fund Balance	1,754,073.52	1,374,283.51
<u>Fund Balance</u>		
Balance January 1	2,002,145.10	2,087,199.59
	3,756,218.62	3,461,483.10
Decreased by:		
Utilization as Anticipated Revenue	1,354,338.00	1,459,338.00
Balance December 31	A \$ 2,401,880.62	\$ 2,002,145.10

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF REVENUE-REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

	Budget	Added by N.J.S.A. 40A:4-87	Realized	Excess or Deficit *
Fund Balance Anticipated	\$ 1,354,338.00		\$ 1,354,338.00	
Miscellaneous Revenue:				
Licenses:				
Alcoholic Beverage	12,000.00		12,688.00	\$ 688.00
Other	2,000.00		2,290.00	290.00
Fees and Permits	35,000.00		59,455.94	24,455.94
Municipal Court Fines and Costs	26,000.00		13,849.08	12,150.92 *
Interest and Costs on Taxes	43,000.00		82,021.98	39,021.98
Interest on Investments and Deposits	20,500.00		26,505.63	6,005.63
Trash Bag Receipts	188,000.00		229,512.50	41,512.50
Recreation Fees and Income	60,000.00		61,477.70	1,477.70
Board of Education:				
Solid Waste Collection	53,600.00		57,331.76	3,731.76
Field Lease	45,000.00		45,000.00	
Energy Receipts Tax (P.L.1999, Chapters 162 & 167)	417,293.00		417,293.00	
Uniform Construction Code Official	183,000.00		235,908.00	52,908.00
General Capital Fund Balance	230,000.00		230,000.00	
General Capital Reserve for Payment of Debt Service	10,331.00		10,331.00	
Water Utility Operating Fund Balance	60,000.00		60,000.00	
Sewer Utility Operating Fund Balance	157,190.00		157,190.00	
Rent for Railroad Station	37,000.00		38,192.40	1,192.40
Cell Tower Lease:				
T-Mobile/Omnipoint	67,500.00		71,164.68	3,664.68
Sprint	19,000.00		22,290.81	3,290.81

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF REVENUE-REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

	Budget	Added by N.J.S.A. 40A:4-87	Realized	Excess or Deficit *
Miscellaneous Revenue:				
Verizon Lease	\$ 31,500.00		\$ 33,027.57	\$ 1,527.57
Cable Franchise Fees	18,927.00		18,927.01	0.01
Clean Communities Program	11,050.87		11,050.87	
Recycling Tonnage Grant	6,281.56		6,281.56	
Body Armor Replacement Fund	1,591.15		1,591.15	
Alcohol Education and Rehabilitation Grant	321.50		321.50	
Historic Preservation Grant	\$ 4,500.00		4,500.00	
Total Miscellaneous Revenue	1,736,086.08	4,500.00	1,908,202.14	167,616.06
Receipts from Delinquent Taxes	287,281.59		421,161.43	133,879.84
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes	6,772,254.82		7,804,824.38	1,032,569.56
Budget Totals	10,149,960.49	4,500.00	11,488,525.95	\$ 1,334,065.46
Nonbudget Revenue			49,599.21	
	\$ 10,149,960.49	\$ 4,500.00	\$ 11,538,125.16	

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF REVENUE-REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Allocation of Current Tax Collections:

Revenue from Collections		\$ 32,778,276.47
Allocated to School, County and Open Space Taxes		26,434,263.91
Balance for Support of Municipal Budget Appropriations		<u>6,344,012.56</u>
Add: Appropriation "Reserve for Uncollected Taxes"		<u>1,460,811.82</u>
Realized for Support of Municipal Budget Appropriations		<u><u>\$ 7,804,824.38</u></u>

Analysis of Licenses - Other:

Township Clerk	\$ 1,140.00	
Board of Health	<u>1,150.00</u>	
		<u><u>\$ 2,290.00</u></u>

Analysis of Fees and Permits - Other:

Township Clerk	\$ 8,220.00	
Planning and Zoning	34,005.35	
Police	850.59	
Building Department	4,400.00	
Treasurer	<u>12,080.00</u>	
		\$ 59,555.94
Less: Refunds		<u>100.00</u>
		<u><u>\$ 59,455.94</u></u>

Analysis of Uniform Construction Code Official:

Collections	\$ 244,048.00	
Less: Refunds	<u>8,140.00</u>	
		<u><u>\$ 235,908.00</u></u>

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2020
(Continued)

Analysis of Nonbudget Revenue:

Treasurer:

Prior Year Refunds/Reimbursements	\$	10,670.16	
Police Outside Detail Administration Fees		16,594.77	
LEA Rebates		10,744.50	
Reimbursements		3,567.33	
Scrap Metal Proceeds		3,297.58	
Property Maintenance Fees		2,160.00	
Boat Impound Fees		595.00	
Recycling Revenue		274.82	
Motor Vehicle Fines		265.33	
New Legacy Books		265.22	
Boat/Bike Registration		240.00	
2% Senior Citizens' and Veterans' Deductions Administrative Fee		170.00	
Clothing Bin Permits		100.00	
Copies		64.65	
Flu Clinic		40.00	
Other Miscellaneous Revenue		36.51	
	\$	49,085.87	
Other Accounts Receivable - Police Outside Detail Administration Fees		463.34	
Tax Collector - Duplicate Bills		50.00	
	\$	49,599.21	

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

	Appropriations		Expended By		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS":					
GENERAL GOVERNMENT:					
Borough Manager:					
Salaries and Wages	\$ 127,239.00	\$ 127,239.00	\$ 123,980.12	\$ 3,258.88	
Other Expenses	88,600.00	88,600.00	56,002.70	32,597.30	
Mayor and Council:					
Other Expenses	6,000.00	6,000.00	1,785.44	4,214.56	
Borough Clerk:					
Salaries and Wages	74,328.00	74,328.00	60,364.45	13,963.55	
Other Expenses	24,400.00	24,400.00	12,157.86	12,242.14	
Financial Administration:					
Salaries and Wages	50,410.00	63,410.00	60,486.44	2,923.56	
Other Expenses	12,325.00	12,325.00	9,111.68	3,213.32	
Revenue Administration (Tax Collector):					
Salaries & Wages	35,966.00	35,966.00	35,966.00		
Other Expenses	4,615.00	4,615.00	2,708.29	1,906.71	
Audit Services:					
Other Expenses	24,383.00	24,663.00	24,663.00		
Data Processing	25,500.00	25,500.00	24,946.68	553.32	
Assessment of Taxes:					
Salaries and Wages	24,304.00	24,304.00	24,304.00		
Other Expenses	2,600.00	2,600.00	964.20	1,635.80	
Revaluation of Property (N.J.S.A. 40A:4-53 +\$125,000.00)		125,000.00	125,000.00		
Legal Services and Costs:					
Other Expenses	132,500.00	132,500.00	79,492.42	53,007.58	
Office of Fire Safety:					
Salaries and Wages	15,269.00	15,269.00	15,268.73	0.27	
Other Expenses	1,500.00	1,500.00	488.63	1,011.37	

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Operations Within "CAPS" (Cont'd):
LAND USE ADMINISTRATION:
Municipal Land Use Law (N.J.S.A. 40:55D-1):

	Appropriations		Expended By		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Planning Board:					
Salaries and Wages	\$ 11,326.00	\$ 11,326.00	\$ 10,941.75	\$ 384.25	
Other Expenses	12,325.00	12,325.00	7,070.59	5,254.41	
Zoning Board of Adjustment:					
Salaries and Wages	11,326.00	11,326.00	10,941.77	384.23	
Other Expenses	15,825.00	17,625.00	15,498.01	2,126.99	
Engineering Services & Costs:					
Other Expenses	47,100.00	47,100.00	32,230.07	14,869.93	
PUBLIC SAFETY:					
Police Department:					
Salaries and Wages	1,896,051.00	1,912,451.00	1,813,958.07	98,492.93	
Other Expenses	126,170.00	126,170.00	95,491.90	30,678.10	
Traffic & Safety Committee:					
Other Expenses	1,600.00	1,600.00	114.68	1,485.32	
Office of Emergency Management:					
Salaries and Wages	5,500.00	5,500.00	5,499.28	0.72	
Other Expenses	4,925.00	4,925.00	2,645.60	2,279.40	
Aid to Volunteer Rescue Squad:					
Other Expenses	15,000.00	15,000.00	15,000.00		
Fire Department:					
Salaries and Wages	7,841.00	7,841.00	7,500.30	340.70	
Other Expenses	31,500.00	31,500.00	22,755.03	8,744.97	

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS" (Cont'd):					
PUBLIC WORKS:					
Streets and Roads Maintenance:					
Salaries and Wages	\$ 362,557.00	\$ 362,557.00	\$ 327,236.73	\$ 35,320.27	
Other Expenses	219,325.00	219,325.00	130,430.42	88,894.58	
Solid Waste Collection:					
Salaries and Wages	22,500.00	22,500.00	12,078.43	10,421.57	
Other Expenses	634,550.00	634,550.00	624,126.83	10,423.17	
Building and Grounds:					
Other Expenses	32,600.00	32,600.00	13,044.78	19,555.22	
Vehicle Maintenance:					
Other Expenses	53,000.00	61,500.00	48,795.76	12,704.24	
Shade Tree:					
Other Expenses	71,400.00	71,400.00	71,121.87	278.13	
HEALTH AND WELFARE FUNCTIONS:					
Board of Health:					
Salaries and Wages	5,000.00	5,000.00	4,999.92	0.08	
Other Expenses	26,192.00	26,192.00	26,192.00		
Animal Control Services:					
Other Expenses	2,500.00	3,000.00	3,000.00		
Environmental Commission:					
Other Expenses	9,400.00	9,400.00	3,921.73	5,478.27	
Woodlands Committee - Other Expenses	900.00	900.00	899.94	0.06	

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS" (Cont'd):					
PARKS AND RECREATION FUNCTIONS:					
Recreation & Playground Services:					
Salaries and Wages	\$ 93,366.00	\$ 97,766.00	\$ 97,720.46	\$ 45.54	
Other Expenses	35,375.00	10,375.00	7,732.17	2,642.83	
Parks and Playground Maintenance:					
Other Expenses	155,750.00	153,170.00	119,412.21	33,757.79	
OTHER COMMON OPERATING FUNCTIONS:					
Accumulated Leave Compensation:					
Salaries and Wages	10,000.00	10,000.00	10,000.00		
Celebration of Public Events:					
Other Expenses	6,250.00	250.00		250.00	
UNCLASSIFIED:					
Electricity	53,025.00	53,025.00	36,049.46	16,975.54	
Street Lighting	47,940.00	47,940.00	40,952.82	6,987.18	
Telephone	22,725.00	22,725.00	19,900.07	2,824.93	
Natural Gas	25,250.00	25,250.00	21,755.92	3,494.08	
Gasoline	37,875.00	37,875.00	10,482.87	27,392.13	
STATE UNIFORM CONSTRUCTION CODE:					
Construction Official:					
Salaries and Wages	115,924.00	115,924.00	100,914.39	15,009.61	
Other Expenses	11,360.00	11,360.00	9,745.19	1,614.81	
Code Enforcement:					
Salaries and Wages	44,836.00	44,836.00	43,460.48	1,375.52	
Other Expenses	500.00	500.00		500.00	

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS" (Cont'd):					
INSURANCE:					
General Liability	\$ 104,588.00	\$ 93,288.00	\$ 91,285.00	\$ 2,003.00	
Workers Compensation	85,496.00	85,496.00	85,476.00	20.00	
Employee Group Health	372,525.00	372,525.00	331,195.69	41,329.31	
Unemployment Insurance	10,000.00	10,000.00	10,000.00		
Reserve for Salary Adjustments	15,500.00	15,500.00	10,650.00	4,850.00	
Total Operations Within "CAPS"	5,524,637.00	5,649,637.00	5,009,918.83	639,718.17	
Detail:					
Salaries and Wages	2,929,243.00	2,963,043.00	2,776,271.32	186,771.68	
Other Expenses	2,595,394.00	2,686,594.00	2,233,647.51	452,946.49	
Deferred Charges and Statutory Expenditures - Municipal within "CAPS":					
Statutory Expenditures:					
Contributions to:					
Police & Firemen's' Retirement System	443,314.00	443,314.00	442,664.00	650.00	
Public Employees' Retirement System	124,823.00	124,823.00	122,230.62	2,592.38	
Social Security System (O.A.S.I.)	112,357.00	112,357.00	105,574.90	6,782.10	
Defined Contribution Retirement Program	6,500.00	6,500.00	6,279.19	220.81	
Total Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"	686,994.00	686,994.00	676,748.71	10,245.29	-
Total General Appropriations for Municipal Purposes Within "CAPS"	6,211,631.00	6,336,631.00	5,686,667.54	649,963.46	

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Operations Excluded from "CAPS":

Maintenance of Free Public Library (PL 1988, Ch.82):

Other Expenses

Recycling Tax

Shared Services Agreements:

Denville Township:

Court Services

County of Morris Dispatch / 911:

Other Expenses

Length of Service Awards Program (LOSAP)

Reserve for Tax Appeals

Public & Private Programs Offset by Revenue:

Recycling Tonnage Grant

Clean Communities Program

Alcohol Education and Rehabilitation Grant

New Jersey Body Armor Replacement Funds

Historic Preservation Grant (N.J.S.A. 40A:4-87 +\$4,500.00)

Total Operations - Excluded from "CAPS"

Detail:

Other Expenses

Capital Improvements - Excluded from "CAPS":

Capital Improvement Fund

Total Capital Improvements - Excluded from "CAPS"

	Appropriations		Expended By		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Reserved	
\$ 298,015.00	\$ 298,015.00	\$ 298,015.00	\$ 298,015.00		
4,700.00	4,700.00	4,700.00	3,486.84	\$ 1,213.16	
57,708.00	57,708.00	57,708.00	57,708.00		
106,190.00	106,190.00	106,190.00	106,189.68	0.32	
22,500.00	22,500.00	22,500.00		22,500.00	
222,000.00	222,000.00	222,000.00	222,000.00		
6,281.56	6,281.56	6,281.56	6,281.56		
11,050.87	11,050.87	11,050.87	11,050.87		
321.50	321.50	321.50	321.50		
1,591.15	1,591.15	1,591.15	1,591.15		
	4,500.00	4,500.00	4,500.00		
730,358.08	734,858.08	734,858.08	711,144.60	23,713.48	
730,358.00	734,858.08	734,858.08	711,144.60	23,713.48	
412,582.00	412,582.00	412,582.00	412,582.00		
412,582.00	412,582.00	412,582.00	412,582.00		

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

	Appropriations		Expended By		Unexpended
	Budget	Budget After Modification	Paid or Charged	Reserved	Balance Canceled
Municipal Debt Service - Excluded from "CAPS":					
Payment of Bond Principal	\$ 1,020,000.00	\$ 1,020,000.00	\$ 1,020,000.00		
Payment of Bond Anticipation Notes	89,485.00	89,485.00	89,485.00		
Interest on Bonds	191,225.00	191,225.00	191,225.00		
Interest on Notes	12,982.00	12,982.00	12,981.26		\$ 0.74
Total Municipal Debt Service - Excluded from "CAPS"	1,313,692.00	1,313,692.00	1,313,691.26		0.74
Deferred Charges - Excluded from "CAPS":					
Deferred Charges to Future Taxation - Unfunded:					
Ordinance #2006-11	20,885.59	20,885.59	20,885.59		
Total Deferred Charges - Excluded from "CAPS"	20,885.59	20,885.59	20,885.59		
Total General Appropriations - Excluded from "CAPS"	2,477,517.67	2,482,017.67	2,458,303.45	\$ 23,713.48	0.74
Subtotal General Appropriations	8,689,148.67	8,818,648.67	8,144,970.99	673,676.94	0.74
Reserve for Uncollected Taxes	1,460,811.82	1,460,811.82	1,460,811.82		
Total General Appropriations	\$10,149,960.49	\$10,279,460.49	\$ 9,605,782.81	\$ 673,676.94	\$ 0.74

Ref.

A

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
STATEMENT OF EXPENDITURES-REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020
(Continued)

	<u>Ref.</u>	<u>Analysis of</u>	
		<u>Budget After Modification</u>	<u>Paid or Charged</u>
Adopted Budget		\$ 10,149,960.49	
Added by N.J.S.A. 40A:4-87		4,500.00	
Special Emergency Appropriation NJSA 40A:4-53	A	<u>125,000.00</u>	
		<u>\$ 10,279,460.49</u>	
Cash Disbursed			\$ 7,977,356.08
Encumbrances	A		170,704.62
Due Federal and State Grant Fund			23,745.08
Due General Capital Fund			100,000.00
Reserve for Revaluation of Property			125,000.00
Reserve for Pending Tax Appeals			222,000.00
Reserve for Uncollected Taxes			<u>1,460,811.82</u>
			10,079,617.60
Less:			
Appropriation Refunds			<u>473,834.79</u>
			<u>\$ 9,605,782.81</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
TRUST FUNDS

BOROUGH OF MOUNTAIN LAKES
TRUST FUNDS
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

		December 31,	
	Ref.	2020	2019
<u>ASSETS</u>			
Animal Control Fund:			
Cash and Cash Equivalents:			
Treasurer	B-4	\$ 446.03	\$ 393.35
		<u>446.03</u>	<u>393.35</u>
Other Trust Funds:			
Cash and Cash Equivalents	B-4	934,069.22	1,065,323.71
		<u>934,069.22</u>	<u>1,065,323.71</u>
TOTAL ASSETS		<u>\$ 934,515.25</u>	<u>\$ 1,065,717.06</u>
<u>LIABILITIES AND RESERVES</u>			
Animal Control Fund:			
Reserve for Animal Control Expenditures	B-6	\$ 446.03	\$ 393.35
		<u>446.03</u>	<u>393.35</u>
Other Trust Funds:			
Premium on Tax Sale Certificates		71,900.00	208,600.00
Developers' Escrow Deposits		120,827.21	95,013.92
Reserve for:			
Other Trust		5,902.45	29,229.89
Developers Deposits' - Affordable Housing		5,470.00	1,117.67
Unemployment Compensation Insurance		30,252.20	22,802.25
Police Outside Employment		94,004.87	81,912.45
Police Forfeited Assets		3,124.88	9,903.81
Flexible Spending		2,580.22	1,679.59
Shade Tree Trust		18,748.34	4,427.59
Recreation Trust		246,127.76	254,491.68
Municipal Alliance		7,674.76	7,674.76
Accumulated Absences		68,410.47	50,000.00
Storm Recovery		209,046.06	248,470.10
Liability Insurance		50,000.00	50,000.00
		<u>934,069.22</u>	<u>1,065,323.71</u>
TOTAL LIABILITIES AND RESERVES		<u>\$ 934,515.25</u>	<u>\$ 1,065,717.06</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
ASSESSMENT TRUST FUND
STATEMENT OF FUND BALANCE - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
ASSESSMENT TRUST FUND
STATEMENT OF REVENUE - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

ASSESSMENT TRUST FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
GENERAL CAPITAL FUND

BOROUGH OF MOUNTAIN LAKES
GENERAL CAPITAL FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

		December 31,	
	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<u>ASSETS</u>			
Cash and Cash Equivalents	C-2	\$ 3,918,407.85	\$ 897,470.41
Federal and State Aid Receivable		220,765.62	649,084.56
Due from Current Fund	A	100,000.00	
Deferred Charges to Future Taxation:			
Funded		5,695,000.00	6,715,000.00
Unfunded	C-4	8,509,885.46	3,733,183.59
TOTAL ASSETS		<u>\$ 18,444,058.93</u>	<u>\$ 11,994,738.56</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Serial Bonds Payable	C-8	\$ 5,695,000.00	\$ 6,715,000.00
Bond Anticipation Notes Payable	C-7	4,759,885.00	791,540.00
Improvement Authorizations:			
Funded	C-5	306,494.45	1,306,816.89
Unfunded	C-5	6,691,417.89	2,653,676.29
Capital Improvement Fund	C-6	233,618.91	67,944.91
Reserve for Encumbrances		675,402.45	105,566.43
Reserve for Defibrillator		834.23	834.23
Reserve for Payment of Debt Service		0.75	10,331.06
Fund Balance	C-1	81,405.25	343,028.75
TOTAL LIABILITIES, RESERVES AND FUND BALANCE		<u>\$ 18,444,058.93</u>	<u>\$ 11,994,738.56</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
GENERAL CAPITAL FUND
STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>Ref.</u>	
Balance December 31, 2019	C	\$ 343,028.75
Increased By:		
Improvement Authorizations Canceled	\$ 5,535.36	
Premium on Sale of Notes	<u>38,841.14</u>	
		<u>44,376.50</u>
		387,405.25
Decreased By:		
Anticipated in Current Fund Budget	230,000.00	
Appropriated to Finance Improvement Authorizations	<u>76,000.00</u>	
		<u>306,000.00</u>
Balance December 31, 2020	C	<u><u>\$ 81,405.25</u></u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
WATER UTILITY FUND

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

		December 31,	
	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<u>ASSETS</u>			
Operating Fund:			
Cash and Cash Equivalents	D-4	\$ 419,776.22	\$ 407,068.41
Receivables with Full Reserves:			
Consumer Accounts Receivable	D-6	39,470.76	29,564.94
Total Operating Fund		459,246.98	436,633.35
Capital Fund:			
Cash and Cash Equivalents	D-4	13,877.93	13,877.93
Fixed Capital	D-7	1,786,058.88	1,774,658.88
Total Capital Fund		1,799,936.81	1,788,536.81
TOTAL ASSETS		\$ 2,259,183.79	\$ 2,225,170.16
<u>LIABILITIES, RESERVES AND FUND BALANCES</u>			
Operating Fund:			
Appropriation Reserves:			
Unencumbered	D-3;D-9	\$ 134,837.45	\$ 89,117.87
Encumbered	D-3;D-9	16,085.74	26,775.15
		150,923.19	115,893.02
Water Rent Overpayments		17,515.02	19,330.55
Reserve for Meter Deposits		4,950.00	4,950.00
		173,388.21	140,173.57
Reserve for Receivables	D	39,470.76	29,564.94
Fund Balance	D-1	246,388.01	266,894.84
Total Operating Fund		459,246.98	436,633.35
Capital Fund:			
Capital Improvement Fund	D-11	13,228.21	13,228.21
Reserve for Amortization	D-12	1,786,058.88	1,774,658.88
Fund Balance	D-1A	649.72	649.72
Total Capital Fund		1,799,936.81	1,788,536.81
TOTAL LIABILITIES, RESERVES AND FUND BALANCES		\$ 2,259,183.79	\$ 2,225,170.16

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY OPERATING FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN
FUND BALANCE - REGULATORY BASIS

	<u>Ref.</u>	<u>Year Ended December 31,</u>	
		<u>2020</u>	<u>2019</u>
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized	\$	105,650.00	\$ 109,342.00
Water Rents		793,288.43	713,607.15
Miscellaneous Revenue		73,347.12	96,108.87
Other Credits to Income:			
Cancellation of Accounts Payable			8,750.00
Unexpended Balance of Appropriation Reserves		41,507.62	87,268.63
		<u>1,013,793.17</u>	<u>1,015,076.65</u>
<u>Total Income</u>			
<u>Expenditures</u>			
Budget Expenditures:			
Operating		803,843.00	796,600.00
Capital Improvements		15,000.00	15,000.00
Deferred Charges and Statutory Expenditures		49,807.00	53,188.00
		<u>868,650.00</u>	<u>864,788.00</u>
<u>Total Expenditures</u>			
Excess in Revenue/Statutory Excess to Fund Balance		145,143.17	150,288.65
<u>Fund Balance</u>			
Balance January 1		266,894.84	225,948.19
		<u>412,038.01</u>	<u>376,236.84</u>
Decreased by:			
Utilization by Water Operating Budget		105,650.00	109,342.00
Utilization by Current Fund Budget		60,000.00	
		<u>165,650.00</u>	<u>109,342.00</u>
Balance December 31	D	<u>\$ 246,388.01</u>	<u>\$ 266,894.84</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY CAPITAL FUND
STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>Ref.</u>	
Balance December 31, 2019	D	<u>\$ 649.72</u>
Balance December 31, 2020	D	<u><u>\$ 649.72</u></u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY OPERATING FUND
STATEMENT OF REVENUE - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

	<u>Anticipated</u>	<u>Realized</u>	<u>Excess or Deficit *</u>
Operating Fund Balance Anticipated	\$ 105,650.00	\$ 105,650.00	
Water Rents	730,000.00	793,288.43	\$ 63,288.43
Miscellaneous Revenue	<u>33,000.00</u>	<u>73,347.12</u>	<u>40,347.12</u>
	<u>\$ 868,650.00</u>	<u>\$ 972,285.55</u>	<u>\$ 103,635.55</u>

Analysis of Water Rents

Collected	\$ 783,493.97	
Overpayments Applied	<u>9,794.46</u>	
		<u>\$ 793,288.43</u>

Analysis of Miscellaneous Revenue

Collector:		
Interest on Delinquent Water Rents	\$ 22,957.31	
Miscellaneous Water Fees	<u>39,158.82</u>	
		\$ 62,116.13
Treasurer:		
Interest on Investments:		
Water Utility Operating Fund	1,603.23	
Water Utility Capital Fund	<u>55.64</u>	
	1,658.87	
Prior Year Reimbursements	<u>9,572.12</u>	
		<u>11,230.99</u>
		<u>\$ 73,347.12</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
 ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY OPERATING FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

	<u>Appropriations</u>		<u>Expended by</u>	
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>
Operating:				
Salaries and Wages	\$ 429,491.00	\$ 429,491.00	\$ 383,858.01	\$ 45,632.99
Other Expenses	374,352.00	374,352.00	304,971.84	69,380.16
Capital Improvements:				
Capital Outlay	15,000.00	15,000.00		15,000.00
Statutory Expenditures:				
Contribution to:				
Public Employees' Retirement System	16,951.00	16,951.00	16,599.22	351.78
Social Security System (O.A.S.I.)	32,856.00	32,856.00	28,383.48	4,472.52
	<u>\$ 868,650.00</u>	<u>\$ 868,650.00</u>	<u>\$ 733,812.55</u>	<u>\$ 134,837.45</u>
	<u>Ref.</u>			D
Cash Disbursed			\$ 719,863.69	
Encumbrances		D	<u>16,085.74</u>	
			735,949.43	
Less: Appropriation Refunds			<u>2,136.88</u>	
			<u>\$ 733,812.55</u>	

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
 ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
SEWER UTILITY FUND

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

		December 31,	
	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<u>ASSETS</u>			
Operating Fund:			
Cash and Cash Equivalents	E-4	<u>\$ 450,364.18</u>	<u>\$ 473,422.56</u>
Receivables with Full Reserves:			
Consumer Accounts Receivable	E-6	<u>50,369.82</u>	<u>48,535.06</u>
Total Operating Fund		<u>500,734.00</u>	<u>521,957.62</u>
Capital Fund:			
Cash and Cash Equivalents	E-4	39,604.00	39,604.00
Fixed Capital	E-7	<u>187,884.36</u>	<u>187,884.36</u>
Total Capital Fund		<u>227,488.36</u>	<u>227,488.36</u>
TOTAL ASSETS		<u>\$ 728,222.36</u>	<u>\$ 749,445.98</u>

LIABILITIES, RESERVES AND FUND BALANCE

Operating Fund:			
Appropriation Reserves:			
Unencumbered	E-3;E-9	\$ 70,642.51	\$ 58,895.78
Encumbered	E-3;E-9	17,722.96	78,899.00
Total Appropriation Reserves		88,365.47	137,794.78
Accounts Payable		125,485.50	48,586.50
		213,850.97	186,381.28
Reserve for Receivables	E	50,369.82	48,535.06
Fund Balance	E-1	236,513.21	287,041.28
Total Operating Fund		500,734.00	521,957.62
Capital Fund:			
Capital Improvement Fund	E-11	29,604.00	29,604.00
Reserve for Capital Outlay		10,000.00	10,000.00
Reserve for Amortization	E-12	187,884.36	187,884.36
Total Capital Fund		227,488.36	227,488.36
TOTAL LIABILITIES, RESERVES AND FUND BALANCE		<u>\$ 728,222.36</u>	<u>\$ 749,445.98</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

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

	<u>Ref.</u>	<u>Year Ended December 31</u>	
		<u>2020</u>	<u>2019</u>
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized	\$	18,566.00	
Sewer Service Charges		912,337.16	\$ 869,623.55
Miscellaneous Revenue Anticipated		34,972.68	121,771.66
Other Credits to Income:			
Cancellation of Accounts Payable			72,725.52
Unexpended Balance of Appropriation Reserves		57,918.09	114,363.90
Total Income		<u>1,023,793.93</u>	<u>1,178,484.63</u>
<u>Expenditures</u>			
Budget Appropriations:			
Operating		858,057.00	856,181.00
Capital Improvements		10,000.00	10,000.00
Deferred Charges and Statutory Expenditures		<u>30,509.00</u>	<u>33,997.00</u>
Total Expenditures		<u>898,566.00</u>	<u>900,178.00</u>
Excess in Revenue/Statutory Excess to Fund Balance		125,227.93	278,306.63
<u>Fund Balance</u>			
Balance January 1		<u>287,041.28</u>	<u>8,734.65</u>
		412,269.21	287,041.28
Decreased by:			
Utilization by Sewer Operating Budget		18,566.00	
Utilization by Current Fund Budget		<u>157,190.00</u>	
Balance December 31	E	<u>\$ 236,513.21</u>	<u>\$ 287,041.28</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY OPERATING FUND
STATEMENT OF REVENUE - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

	<u>Anticipated</u>	<u>Realized</u>	<u>Excess or Deficit *</u>
Fund Balance Anticipated	\$ 18,566.00	\$ 18,566.00	
Sewer Service Charges	860,000.00	912,337.16	\$ 52,337.16
Miscellaneous Revenue	<u>20,000.00</u>	<u>34,972.68</u>	<u>14,972.68</u>
	<u>\$ 898,566.00</u>	<u>\$ 965,875.84</u>	<u>\$ 67,309.84</u>

Analysis of Miscellaneous Revenue

Collector:

Interest on Sewer Rents

\$ 33,208.27

Treasurer:

Interest on Investments:

Sewer Utility Operating Fund

\$ 1,605.66

Sewer Utility Capital Fund

158.75

1,764.41

\$ 34,972.68

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
 ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY OPERATING FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2020

	<u>Appropriation</u>		<u>Expended by</u>	
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>
Operating:				
Salaries and Wages	\$ 237,650.00	\$ 237,650.00	\$ 206,402.78	\$ 31,247.22
Other Expenses	620,407.00	620,407.00	594,425.69	25,981.31
Capital Improvements:				
Capital Outlay	10,000.00	10,000.00		10,000.00
Statutory Expenditures:				
Contribution to:				
Public Employees' Retirement System	12,328.00	12,328.00	12,072.16	255.84
Social Security System (O.A.S.I.)	18,181.00	18,181.00	15,022.86	3,158.14
	<u>\$ 898,566.00</u>	<u>\$ 898,566.00</u>	<u>\$ 827,923.49</u>	<u>\$ 70,642.51</u>
<u>Ref.</u>				E
Cash Disbursed			\$ 810,200.53	
Encumbrances	E		<u>17,722.96</u>	
			<u>\$ 827,923.49</u>	

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
PUBLIC ASSISTANCE FUND

NOT APPLICABLE

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
GENERAL FIXED ASSETS ACCOUNT GROUP

BOROUGH OF MOUNTAIN LAKES
GENERAL FIXED ASSETS ACCOUNT GROUP
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	December 31,	
	2020	2019
<u>ASSETS</u>		
Land	\$ 119,765,800.00	\$ 119,765,800.00
Buildings	2,257,500.00	2,257,500.00
Machinery and Equipment	4,142,847.00	4,092,868.00
TOTAL ASSETS	<u>\$ 126,166,147.00</u>	<u>\$ 126,116,168.00</u>
<u>RESERVES</u>		
Reserve for General Fixed Assets	<u>\$ 126,166,147.00</u>	<u>\$ 126,116,168.00</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
 ARE AN INTEGRAL PART OF THIS STATEMENT

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020

Note 1: Summary of Significant Accounting Policies

A. Reporting Entity

Except as noted below, the financial statements of the Borough of Mountain Lakes include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Borough of Mountain Lakes, as required by N.J.S. 40A:5-5. Accordingly, the financial statements of the Borough of Mountain Lakes do not include the operations of the municipal library, volunteer fire department, or first aid squad.

Governmental Accounting Standards Board ("GASB") Codification Section 2100, "Defining the Financial Reporting Entity" establishes standards to determine whether a governmental component unit should be included in the financial reporting entity. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the nature and significance of their relationship with a primary government are such that exclusion would cause the reporting entity's financial statements to be misleading. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and (1) it is able to impose its will on that organization or (2) there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A legally separate, tax-exempt organization should be reported as a component unit of a reporting entity if all of the following criteria are met: (1) The economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units, or its constituents. (2) The primary government, or its component units, is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the separate organization. (3). The economic resources received or held by an individual organization that the specific primary government, or its component units, is entitled to, or has the ability to otherwise access, are significant to that primary government. As the financial reporting entity was established in accordance with New Jersey statutes, the requirements of GASB Codification Section 2100 were not followed and, accordingly, the reporting entity could be different from accounting principles generally accepted in the United States of America.

B. Description of Funds

The accounting policies of the Borough conform to the accounting practices applicable to municipalities which have been prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division"). Such 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 Borough of Mountain Lakes accounts for its financial transactions through the following separate funds:

Current Fund - Resources and expenditures for governmental operations of a general nature, including federal and state grant funds.

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

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

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 1: Summary of Significant Accounting Policies (Cont'd)

B. Description of Funds (cont'd)

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

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

General Fixed Assets Account Group - Estimated values of land, buildings and certain fixed assets of the Borough as discussed in Note 1E "General Fixed Assets".

C. Basis of Accounting

Basis of accounting refers to when revenue and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The more significant accounting policies in New Jersey follow.

Revenue is recorded when received in cash except for certain amounts which may be due from the State of New Jersey and for the prepayment of future years' revenue. Grant revenue is realized in the Operating Funds when it is budgeted and in the Capital Funds when improvements are authorized. The amounts recorded as property taxes and consumer accounts receivable have not been included in revenue. Amounts that are due to the municipality, which are susceptible of accrual, are recorded as receivables with offsetting reserves in the Current Fund.

Expenditures are charged to operations based on budgeted amounts. Exceptions to this general rule include:

1. Accumulated unpaid vacation, sick pay and other employee amounts are not accrued.
2. Prepaid expenses, such as insurance premiums applicable to subsequent periods, are charged to current budget appropriations in total.
3. Principal and interest on long-term debt are recognized when due.

Expenditures, if any, in excess of appropriations, appropriation reserves or ordinances become deferred charges which must be raised by future taxes. Outstanding encumbrances at December 31 are reported as a cash liability in the financial statements and constitute part of the statutory appropriation reserve balance. Appropriation reserves covering unexpended appropriation balances are automatically created at December 31 of each year and recorded as liabilities, except for amounts 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.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 1: Summary of Significant Accounting Policies (Cont'd)

C. Basis of Accounting (Cont'd)

Had the Borough's financial statements been prepared under accounting principles generally accepted in the United States of America, encumbrances would not be considered as expenditures; appropriation reserves would not be recorded; revenue susceptible to accrual would have been reflected without offsetting reserves; Federal and State grants and assistance would be recognized when earned, not when awarded; inventories would not be reflected as expenditures at the time of purchase; and fixed assets purchased by the Water, and Sewer Utility Capital Funds would be depreciated; investments would generally be stated at fair value; and the Borough's net pension liability and related deferred inflows and outflows, where applicable, would be recorded.

The cash basis of accounting is followed in the Trust Funds.

- D. Deferred Charges to Future Taxation - The General Capital Fund balance sheet includes both funded and unfunded deferred charges. Funded means that bonds have been issued and are being paid off on a serial basis. Unfunded means that debt has been authorized but not permanently financed. A municipality can eliminate an unfunded deferred charge by raising it in the budget, by collecting a grant, or by issuing bonds, loans or capital lease purchase agreements.

E. Other Significant Accounting Policies

Management Estimates – The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents – Amounts include petty cash, change funds, amounts on deposit, and short-term investments with original maturities of three months or less.

Investments – Investments are stated at cost.

Allowance for Uncollectible Accounts – No allowance for uncollectible accounts has been recorded as all amounts are considered collectible.

Compensated Absences – Expenditures relating to unused vested accumulated vacation and sick pay are not recorded until paid.

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

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

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

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 1: Summary of Significant Accounting Policies (Cont'd)

E. Other Significant Accounting Policies (Cont'd)

Grants Receivable - Grants receivable represent the total grant awards less amounts collected to date. Because the amount of grant funds to be collected are dependent on the total costs eligible for reimbursement, the actual amount collected may be less than the total amount awarded.

General Fixed Assets - In accordance with New Jersey Administrative Code Accounting Requirements, as promulgated by Division of Local Government Services, General fixed assets are recorded at cost except for land and buildings, which are recorded at current assessed value by the independent appraisal company which conducted the inventory of the Borough's assets. Infrastructure assets are not included in general fixed assets; maintenance and minor repairs and replacements, which do not improve or extend the lives of the respective assets, are expensed currently. Donated fixed assets are valued at their fair market value on the date donated. No depreciation has been provided on general fixed assets. The total value recorded for general fixed assets is offset by a "Reserve for General Fixed Assets". When properties are retired or otherwise disposed of, the asset and the reserve are adjusted accordingly.

Assets recorded in the General Fixed Assets Account Group may also be recorded in the Current Fund, General Capital Fund and Utility Funds. The values recorded in the General Fixed Asset Account Group and the Current and Capital Funds may not always agree due to differences in valuation methods, timing or recognition of assets and the recognition of infrastructures. Fixed assets are reviewed for impairment.

Property and equipment purchased by the Utility Funds are recorded in the Utility Capital accounts at cost and are not adjusted for dispositions and abandonments. The amounts shown do not purport to represent replacement costs or current value. Contributions in aid of construction are not capitalized. The balances in the Reserve for Amortization and Deferred Reserve for Amortization accounts in the Utility Capital Funds represent charges to operations for the costs of the acquisition of property, equipment and improvements. The Utility Funds do not record depreciation on fixed assets.

- F. Budget/Budgetary Control – Annual appropriated budgets are usually prepared in the first quarter for Current Operating and Utility Operating Funds. The budgets are submitted to the governing body and the Division of Local Government Services. Budgets are prepared using the cash basis of accounting. The legal level of budgetary control is established at the line item accounts within each fund. Line item accounts are defined as the lowest (most specific) level of detail as established pursuant to the flexible chart of accounts referenced in N.J.S.A. 40A. All budget amendments/transfers must be approved by the Borough during the year.

Note 2: Long-Term Debt

The Local Bond Law governs the issuance of bond to finance general Borough capital expenditures. All bonds are retired in serial installments within the statutory period of usefulness. All bonds issued by the Borough are general obligation bonds. The Borough's full faith and credit and taxing power has been pledged to the payment of the general obligation debt principal and interest.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 2: Long-Term Debt (Cont'd)

Summary of Municipal Debt

	December 31,		
	2020	2019	2018
<u>Issued:</u>			
General:			
Bonds and Notes	\$ 10,454,885	\$ 7,506,540	\$ 7,735,000
Less:			
Funds Temporarily Held to			
Pay Bonds and Notes	1	10,331	
Net Debt Issued	10,454,884	7,496,209	7,735,000
<u>Authorized but not Issued:</u>			
General:			
Bonds and Notes	3,750,001	2,941,644	835,054
Net Bonds, Notes and Loans Issued and Authorized but not Issued	<u>\$ 14,204,885</u>	<u>\$ 10,437,853</u>	<u>\$ 8,570,054</u>

Summary of Municipal Debt Issued and Outstanding – Current Year and Prior Year

	Balance 12/31/2019	Additions	Retirements	Balance 12/31/2020
Serial Bonds:				
General Capital Fund	\$ 6,715,000		\$ 1,020,000	\$ 5,695,000
Bond Anticipation Notes:				
General Capital Fund	791,540	\$ 4,059,904	91,559	4,759,885
Total	<u>\$ 7,506,540</u>	<u>\$ 4,059,904</u>	<u>\$ 1,111,559</u>	<u>\$ 10,454,885</u>
	Balance 12/31/2018	Additions	Retirements	Balance 12/31/2019
Serial Bonds:				
General Capital Fund	\$ 7,735,000		\$ 1,020,000	\$ 6,715,000
Bond Anticipation Notes:				
General Capital Fund		\$ 791,540		791,540
Total	<u>\$ 7,735,000</u>	<u>\$ 791,540</u>	<u>\$ 1,020,000</u>	<u>\$ 7,506,540</u>

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition, which follows, is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 1.087%.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 2: Long-Term Debt (Cont'd)

Summary of Statutory Debt Condition - Annual Debt Statement (Cont'd)

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District Debt	\$ 7,265,000	\$ 7,265,000	
General Debt	<u>14,204,886</u>	<u>1</u>	<u>\$ 14,204,885</u>
	<u>\$ 21,469,886</u>	<u>\$ 7,265,001</u>	<u>\$ 14,204,885</u>

Net Debt \$14,204,885 divided by Equalized Valuation Basis per N.J.S. 40A:2-2 as amended, \$1,306,334,612 = 1.087%.

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

3.5% Average Equalized Valuation of Real Property	\$ 45,721,711
Net Debt	<u>14,204,885</u>
Remaining Borrowing Power	<u>\$ 31,516,826</u>

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

Cash Receipts from Fees, Rents or Other Charges for Year	\$ 972,286
Deductions:	
Operating and Maintenance Costs	<u>853,650</u>
Excess in Revenue	<u>\$ 118,636</u>

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

Cash Receipts from Fees, Rents or Other Charges for Year	\$ 965,876
Deductions:	
Operating and Maintenance Costs	<u>888,566</u>
Excess in Revenue	<u>\$ 77,310</u>

Footnote: If there is an "excess in revenue", all such utility debt is deductible. If there is a "deficit", then utility debt is not deductible to the extent of 20 times such deficit amount.

The foregoing debt information is in agreement with the Annual Debt Statement filed by the Chief Financial Officer.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 2: Long-Term Debt (Cont'd)

Analysis of Debt Issued and Outstanding at December 31, 2020

<u>General Capital Bond Anticipation Notes</u>				
<u>Purpose</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2020</u>
General Improvements	09/30/20	09/30/21	1.25%	<u>\$ 4,759,885</u>
<u>General Capital Serial Bonds</u>				
<u>Purpose</u>	<u>Maturities of Bonds Outstanding</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2020</u>
	<u>Date</u>	<u>Amount</u>		
General Improvement Refunding	07/15/21-22	\$ 195,000	4.00%	\$ 390,000
General Improvements	01/15/21	355,000	1.50%	
	01/15/22	285,000	1.75%	
	01/15/23	315,000	1.75%	
	01/15/24-25	320,000	2.00%	1,595,000
General Improvements	08/01/21	140,000	3.00%	
	08/01/22-23	170,000	3.00%	
	08/01/24	200,000	3.00%	
	08/01/25-26	220,000	3.00%	
	08/01/27-31	230,000	3.00%	
	08/01/32-37	240,000	3.00%	3,710,000
				<u>\$ 5,695,000</u>
TOTAL DEBT ISSUED AND OUTSTANDING				<u>\$10,454,885</u>

Schedule of Annual Debt Service for Principal and Interest for the Next Five Years and Thereafter for Bonds Issued and Outstanding:

<u>Year</u>	<u>General Capital Fund</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	
2021	\$ 690,000	\$ 152,863	\$ 842,863
2022	650,000	135,706	785,706
2023	485,000	117,556	602,556
2024	520,000	106,500	626,500
2025	540,000	94,100	634,100
Thereafter:			
2026-30	1,140,000	353,700	1,493,700
2031-35	1,190,000	179,700	1,369,700
2036-37	480,000	21,600	501,600
	<u>\$ 5,695,000</u>	<u>\$ 1,161,725</u>	<u>\$ 6,856,725</u>

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 2: Long-Term Debt (Cont'd)

Capital Leases

The Borough is leasing equipment totaling \$98,896 under a capital lease of which \$72,503 has been liquidated as of December 31, 2020. The capital lease is for a term of four years. The following is a schedule of the future minimum lease payments under the capital lease, and the present value of the net minimum lease payments at December 31, 2020:

<u>Year</u>	<u>Amount</u>
2021	\$ 26,966
Total Minimum Lease Payments	26,966
Less: Amount Representing Interest	<u>(573)</u>
Present Value of Net Minimum Lease Payments	<u>\$ 26,393</u>

Note 3: Fund Balance Appropriated

Fund balances at December 31, 2020, which are appropriated and included in the Current, Water Utility Operating and Sewer Utility Operating Funds, introduced budgets for the year ending December 31, 2021, are as follows:

Current Fund	\$ 1,319,338
Water Utility Operating Fund	54,713
Sewer Utility Operating Fund	53,229

Note 4: Deferred Charges to be Raised in Succeeding Years

Certain expenditures are required to be deferred to budgets of the succeeding year. At December 31, 2020, the following deferred charge is shown on the balance sheet of the Current Fund:

	<u>Balance Dec. 31, 2020</u>	<u>Required 2021 Budget Appropriation</u>	<u>Balance to Succeeding Years' Budgets</u>
Current Fund:			
Special Emergency Authorization	<u>\$ 125,000</u>	<u>\$ 25,000</u>	<u>\$ 100,000</u>

The appropriation in the introduced 2021 budget is not less than that required by statute.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans

Borough employees participate in one of the two contributory, defined benefit public employee retirement systems: the State of New Jersey Public Employee's Retirement System (PERS) or the State of New Jersey Police and Firemen's Retirement System (PFRS); or the Defined Contribution Retirement Program (DCRP), a tax-qualified defined contribution money purchase pension plan under Internal Revenue Code (IRC) 401(a).

A. Public Employees' Retirement System (PERS)

Plan Description

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

Benefits Provided

The vesting and benefit provisions are set by N.J.S.A. 43:15A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service. The following represents the membership tiers for PERS:

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

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

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS) (Cont'd)

Contributions

The contribution policy for PERS is set by N.J.S.A. 43:15A and requires contributions by active members and contributing members. The local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability is being paid by the employer in level annual payments over a period of 15 years, which began with the payments due in the fiscal year ended June 30, 2012 and are adjusted by the rate of return on the actuarial value of assets. Borough contributions to PERS amounted to \$150,902 for 2020.

The employee contribution rate was 7.50% effective July 1, 2018.

Pension Liabilities and Pension Expense

At June 30, 2019, the Borough's liability was \$2,779,299 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018 which was rolled forward to June 30, 2019. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At June 30, 2019, the Borough's proportion was 0.0154%, which was a decrease of 0.0031% from its proportion measured as of June 30, 2018. The Borough has rolled forward the net pension liability as of June 30, 2019 with no adjustments. The State of New Jersey Public Employees' Retirement System (PERS)' valuation cycle is July 1 instead of December 31. The roll forward methodology puts them a year in arrears in terms of valuation. The Division of Local Government Services, Department of Community Affairs, State of New Jersey is permitting municipalities to include the June 30, 2019 pension information in the Notes to the Financial Statements as the June 30, 2020 pension information has not been released as of the date of this audit.

For the year ended December 31, 2020, the Borough recognized actual pension expense in the amount of \$150,902.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS) (Cont'd)

Actuarial Assumptions

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

Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through 2026	2.00 – 6.00% based on years of service
Thereafter	3.00 – 7.00% based on years of service
Investment Rate of Return	7.00%

Pre-retirement mortality rates were based on the Pub-2010 General Below-Median Income Employee Mortality Table with an 82.2% adjustment for males and 101.4% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 General Below-Median Income Healthy Retiree mortality table with a 91.4% adjustment for males and a 99.7% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Non-Safety Disabled Retiree mortality table with a 127.7% adjustment for males and 117.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2019.

The actuarial assumptions used in the July 1, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 2014 to June 30, 2018.

Long Term Expected Rate of Return

In accordance with State statute, the long-term expected rate of return on pension plan investments (7.00% at June 30, 2019) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the Board of Trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS) (Cont'd)

Long Term Expected Rate of Return (Cont'd)

Best estimates of arithmetic real rates of return for each major asset class included in PERS' target asset allocation as of June 30, 2019 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Risk Mitigation Strategies	3.00%	4.67%
Cash Equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment Grade Credit	10.00%	4.25%
High Yield	2.00%	5.37%
Private Credit	6.00%	7.92%
Real Assets	2.50%	9.31%
Real Estate	7.50%	8.33%
U.S. Equity	28.00%	8.26%
Non-U.S. Developed Markets Equity	12.50%	9.00%
Emerging Markets Equity	6.50%	11.37%
Private Equity	12.00%	10.85%

Discount Rate

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

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS) (Cont'd)

Sensitivity of the Borough's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Borough's proportionate share of the collective net pension liability as of June 30, 2019 calculated using the discount rate as disclosed on the previous page, as well as what the Borough's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	June 30, 2019		
	1%	Current	1%
	Decrease	Discount Rate	Increase
	(5.28%)	(6.28%)	(7.28%)
Borough's proportionate share of the Net Pension Liability	\$ 3,510,764	\$ 2,779,299	\$ 2,163,020

Pension Plan Fiduciary Net Position

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

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

Plan Description

The State of New Jersey, Police and Firemen's Retirement System (PFRS) is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey Division of Pensions and Benefits (the Division).

For additional information about the PFRS, please refer to the Division's Comprehensive Annual Financial Report (CAFR) which can be found at www.state.nj.us/treasury/pensions/financial-reports.shtml.

Benefits Provided

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

The following represents the membership tiers for PFRS:

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

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

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

Benefits Provided (Cont'd)

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

Contributions

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

Special Funding Situation

Under N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. The legislation which legally obligates the State is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specific funded amounts), there is no net pension liability or deferred outflows or inflows to report in the financial statements of the local participating employers related to this legislation.

However, the notes to the financial statements of the local participating employers must disclose the portion of the nonemployer contributing entities' total proportionate share of the collective net pension liability that is associated with the local participating employer. The June 30, 2019 State special funding situation net pension liability amounts are the accumulated differences between the annual actuarially determined State obligation under the special funding situation and the actual State contribution through the valuation date. The State special funding situation pension expense for the fiscal year ending June 30, 2019 is the actuarially determined contribution amount that the State owes for the fiscal year ending June 30, 2019.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

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

Special Funding Situation (Cont'd)

Borough contributions to PFRS amounted to \$442,664 for the year ended December 31, 2020. During the fiscal year ended June 30, 2019, the State of New Jersey contributed \$57,059 to the PFRS for normal pension benefits on behalf of the Borough, which is less than the contractually required contribution of \$98,395.

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

Pension Liabilities and Pension Expense

At June 30, 2019, the Borough's liability for its proportionate share of the net pension liability was \$5,363,019. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018 which was rolled forward to June 30, 2019. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At June 30, 2019, the Borough's proportion was 0.0438%, which was an increase of 0.0012% from its proportion measured as of June 30, 2018. The Borough has rolled forward the net pension liability as of June 30, 2019 with no adjustments. The State of New Jersey Police and Firemen's Retirement System (PFRS)' valuation cycle is July 1 instead of December 31. The roll forward methodology puts them a year in arrears in terms of valuation. The Division of Local Government Services, Department of Community Affairs, State of New Jersey is permitting municipalities to include the June 30, 2019 pension information in the Notes to the Financial Statements as the June 30, 2020 pension information has not been released as of the date of this audit.

Additionally, the State's proportionate share of the net pension liability attributable to the Borough is \$846,831 as of June 30, 2019. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018 which was rolled forward to June 30, 2019. The State's proportionate share of the net pension liability associated with the Borough 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 members, actuarially determined. At June 30, 2019, the State's proportion was 0.0438%, which was an increase of 0.0012% from its proportion measured as of June 30, 2018 which is the same proportion as the Borough's. The Borough has rolled forward the net pension liability to June 30, 2020 with no adjustments. The State of New Jersey Police and Firemen's Retirement System (PFRS)' valuation cycle is July 1 instead of December 31. The roll forward methodology puts them a year in arrears in terms of valuation.

Borough's Proportionate Share of the Net Pension Liability	\$ 5,363,019
State's Proportionate Share of the Net Pension Liability Associated with the Borough	<u>846,831</u>
Total Net Pension Liability	<u>\$ 6,209,850</u>

For the year ended December 31, 2020, the Borough recognized total pension expense of \$442,664.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

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

Actuarial Assumptions

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

Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through All Future Years	3.25% - 15.25% based on years of service
Investment Rate of Return	7.00%

Pre-retirement mortality rates were based on the RP-2010 Safety Employee Mortality Table with a 105.6% adjustment for males and 102.5% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 Safety Retiree Below-Median Income Weighted Retiree mortality table with a 96.7% adjustment for males and a 96.0% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. For beneficiaries (contingent annuitants), the Pub-2010 General Retiree Below-Median Income Weighted mortality table was used, unadjusted, and with future improvement from the base year of 2010 on a generational basis. Disability rates were based on the Pub-2010 Safety Disabled Retiree mortality table with a 152.0% adjustment for males and 109.3% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2019.

The actuarial assumptions used in the July 1, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 2013 to June 30, 2018.

Long Term Expected Rate of Return

In accordance with State statute, the long-term expected rate of return on pension plan investments (7.00% at June 30, 2019) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the Board of Trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

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

Long Term Expected Rate of Return (Cont'd)

Best estimates of arithmetic real rates of return for each major asset class included in PFRS' target asset allocation as of June 30, 2019 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Risk Mitigation Strategies	3.00%	4.67%
Cash Equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment Grade Credit	10.00%	4.25%
High Yield	2.00%	5.37%
Private Credit	6.00%	7.92%
Real Assets	2.50%	9.31%
Real Estate	7.50%	8.33%
U.S. Equity	28.00%	8.26%
Non-U.S. Developed Markets Equity	12.50%	9.00%
Emerging Markets Equity	6.50%	11.37%
Private Equity	12.00%	10.85%

Discount Rate – PFRS

The discount rate used to measure the total pension liability was 6.85% as of June 30, 2019. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00% and a municipal bond rate of 3.50% as of June 30, 2019 based on the Bond Buyer Go 20 Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be made based on 70% of the actuarially contributions for the State employer and 100% of actuarially determined contributions for the local employers. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2076. Therefore, the long-term expected rate of return on pension plan investments was applied to projected benefit payments through 2076, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 5: Pension Plans (Cont'd)

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

Sensitivity of the Total Net Pension Liability (including the State's proportionate share of the net pension liability attributable to the Borough) to Changes in the Discount Rate

The following presents the total net pension liability (including the State's proportionate share of the net pension liability attributable to the Borough) as of June 30, 2019 calculated using the discount rate disclosed above, as well as what the collective net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	June 30, 2019		
	1%	Current	1%
	Decrease	Discount Rate	Increase
	(5.85%)	(6.85%)	(7.85%)
Borough's proportionate share of the Net Pension Liability and the State's proportionate share of the Net Pension Liability associated with the Borough	\$ 8,393,453	\$ 6,209,850	\$ 4,402,602

Plan Fiduciary Net Position - PFRS

Detailed information about the PFRS's fiduciary net position is available in the separately issued PFRS financial statements.

C. Defined Contribution Retirement Program (DCRP)

Prudential Financial jointly administers the DCRP investments with the NJ Division of Pensions and Benefits. If an employee is ineligible to enroll in the PERS or PFRS, the employee may be eligible to enroll in the DCRP. DCRP provides eligible members with a tax-sheltered, defined contribution retirement benefit, along with life insurance and disability coverage. Vesting is immediate upon enrollment for members of the DCRP.

The State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information of the DCRP. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, PO Box 295, Trenton, New Jersey, 08625-0295.

Employers are required to contribute at an actuarially determined rate. Employee contributions are based on percentages of 5.50% for DCRP of employees' annual compensation, as defined. The DCRP was established July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007 and expanded under the provisions of Chapter 89, P.L. 2008. Employee contributions for DCRP are matched by a 3% employer contribution.

For DCRP, the Borough recognized pension expense of \$6,629 for 2020. Employee contributions to DCRP were \$14,029 for 2020.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 6: Local School District Taxes

Regulations provide for the deferral of not more than 50% of the annual levy when school taxes are raised for a school year and have not been requisitioned by the school district.

The Borough of Mountain Lakes has elected not to defer school taxes.

Note 7: Accrued Vacation Benefits

The Borough permits the members of the Police Department to accrue a limited amount of unused vacation pay, which may be taken as time off or paid at a later date at an agreed-upon rate. Officers with at least 15 years of service with the Borough are permitted to bank up to a maximum of 25 Vacation Days. All other employees of the Borough may accrue up to five days of the unused portion of their current year vacation leave. Accrued vacation leave must be used within the first six months of the following year.

It is estimated that the current cost of unpaid vacation compensation would approximate \$123,789 at December 31, 2020. This amount is not reported either as an expenditure or a liability. As of December 31, 2020, the Borough has a reserve of \$68,410 for accumulated sick and vacation pay.

Note 8: Selected Tax Information

Property taxes are levied as of January 1 on property values assessed as of the previous calendar year. The tax levy is divided into two billings. The first billing is an estimate of the current year's levy based on the prior year's taxes. The second billing reflects adjustments to the current year's actual levy. The final tax bill is usually mailed on or before June 14th along with the first half estimated tax bills for the subsequent year. The first half estimated taxes are divided into two due dates, February 1 and May 1. The final tax bills are also divided into two due dates, August 1 and November 1. A ten-day grace period is usually granted before the taxes are considered delinquent and the imposition of interest charges. A penalty may be assessed for any unpaid taxes in excess of \$10,000 at December 31 of the current year. Unpaid taxes of the prior year may be placed in lien at a tax sale held after April 1 and through December.

Comparative Schedule of Tax Rate Information

	<u>2020</u>	<u>2019</u>	<u>2018</u>
<u>Tax Rate</u>	\$ 2.802	\$ 2.705	\$ 2.628
<u>Apportionment of Tax Rate</u>			
Municipal	.571	.557	.531
County	.284	.289	.295
Local School	1.947	1.859	1.802
<u>Assessed Valuations</u>			
2020	\$ 1,185,053,400		
2019		\$ 1,192,225,500	
2018			\$ 1,200,716,500

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 8: Selected Tax Information (Cont'd)

Comparison of Tax Levies and Collection Currently

A study of this tabulation could indicate a possible trend in future tax levies.

<u>Year</u>	<u>Tax Levy</u>	<u>Currently</u>	
		<u>Cash Collections</u>	<u>Percentage of Collection</u>
2020	\$ 33,297,367	\$ 32,778,276	98.44%
2019	32,306,501	31,820,588	98.49%
2018	31,760,632	31,429,605	98.95%

Also, increases in future tax levies can also be warranted if revenue sources outside of those directly generated by the municipality, such as federal or state aid, should decline without corresponding decreases in budgeted expenditures.

Note 9: Cash and Cash Equivalents and Investments

Cash and cash equivalents include petty cash, change funds, amounts in deposits, money market accounts, and short-term investments with original maturities of three months or less.

Investments are stated at cost. The Borough classifies certificates of deposit which have original maturity dates of more than three months but less than twelve months from the date of purchase, as investments.

GASB requires disclosure of the level of custodial credit risk assumed by the Borough in its cash, cash equivalents and investments, if those items are uninsured or unregistered. Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned.

Interest Rate Risk – In accordance with its cash management plan, the Borough ensures that any deposit or investment matures within the time period that approximates the prospective need for the funds, deposited or invested, so that there is not a risk to the market value of such deposits or investments.

Credit Risk – The Borough limits its investments to those authorized in its cash management plan which are those permitted under state statute as detailed below on the following two pages.

Custodial Credit Risk – The Borough's policy with respect to custodial credit risk requires that the Borough ensures that Borough funds are only deposited in financial institutions in which NJ municipalities are permitted to invest their funds.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 9: Cash and Cash Equivalents and Investments: (Cont'd)

Deposits:

New Jersey statutes require that municipalities deposit public funds in public depositories located in New Jersey which are insured by the Federal Deposit Insurance Corporation, or by any other agency of the United States that insures deposits made in public depositories. Municipalities are also permitted to deposit public funds in the State of New Jersey Cash Management Fund.

New Jersey statutes require public depositories to maintain collateral for deposits of public funds that exceed insurance limits as follows:

The market value of the collateral must equal 5% of the average daily balance of collected public funds on deposit, and

In addition to the above collateral requirement, if the public funds deposited exceed 75% of the capital funds of the depository, the depository must provide collateral having a market value at least equal to 100% of the amount exceeding 75%.

All collateral must be deposited with the Federal Reserve Bank, the Federal Home Loan Bank Board or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.

Investments:

New Jersey statutes permit the Borough to purchase the following types 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;
- (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;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, issued by New Jersey school districts, municipalities, counties, and entities subject to the "Local Authorities Fiscal Control Law" P.L. 1983, c. 313 (C.40A:5A-1 et seq.) Other bonds or obligations having a maturity date not more than 397 days from the date of purchase may be approved by the Division of Local Government Services in the Department of Community Affairs for investment by local units;
- (6) Local government investment pools;

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 9: Cash and Cash Equivalents and Investments: (Cont'd)

Investments (Cont'd)

- (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 a. or are bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, issued by New Jersey school districts, municipalities, counties and entities subject to the "Local Authorities Fiscal Control Law", P.L. 1983 c.313 (C.40A:5A-1 et seq.);
 - (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 of P.L. 1970, c.236 (C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

As of December 31, 2020, cash and cash equivalents of the Borough of Mountain Lakes consisted of the following:

Fund	Cash on Hand	Checking Accounts	Totals
Current	\$ 200	\$ 3,899,786	\$ 3,899,986
Animal Control		446	446
Other Trust		934,069	934,069
General Capital		3,918,408	3,918,408
Water Utility Operating		419,776	419,776
Water Utility Capital		13,878	13,878
Sewer Utility Operating		450,364	450,364
Sewer Utility Capital		39,604	39,604
	<u>\$ 200</u>	<u>\$ 9,676,331</u>	<u>\$ 9,676,531</u>

The Borough did not hold any investments during the year ended December 31, 2020. The carrying amount of the Borough's cash and cash equivalents at December 31, 2020, was \$9,676,531 and the bank balance was \$10,231,449.

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. Health Benefits are provided to employees through the State of New Jersey health benefits plan.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 10: Risk Management (Cont'd)

The Borough of Mountain Lakes is a member of both the Morris County Municipal Joint Insurance Fund ("MCMJIF") and the North Jersey Municipal Employee Benefits Fund ("NJMEBF"). These funds are both insured and self-administered groups of municipalities established for the purpose of providing certain low-cost insurance coverage for member municipalities in order to keep local property taxes at a minimum.

The following coverages are offered by the MCMJIF to its members:

- a.) Workers' Compensation and Employers' Liability
- b.) Liability Other Than Motor Vehicles
- c.) Property Damage Other Than Motor Vehicles
- d.) Motor Vehicle
- e.) Public Officials' Liability/Employment Practices Coverage
- f.) Environmental Coverage

The following health benefit coverages are offered by the NJMEBF to its members:

- a.) Medical
- b.) Prescription
- c.) Dental

As a member of the Funds, the Borough could be subject to supplemental assessments in the event of deficiencies. If the assets of the Fund were to be exhausted, members would become responsible for their respective shares of the Fund's liabilities. There is a very narrow possibility that the MCMJIF will impose supplemental assessments. In the thirty-two year history of the MCMJIF, a supplemental assessment has never been declared.

The Fund can declare and distribute dividends to members upon approval of the State of New Jersey Department of Banking and Insurance. These distributions are divided amongst the members in the same ratio as their individual assessment relates to the total assessment of the membership body. In accordance with Statement No. 10 of the Governmental Accounting Standards Board, these distributions are used to reduce the amount recorded for membership expense in the year in which the distribution was declared. The MCMJIF has not declared dividends in the last nine years and currently has no intention to reinstate the dividends. The Finance Committee of the MCMJIF has made this recommendation, which is embraced by the full membership.

The December 31, 2020 audit reports of the MCMJIF and the NJMEBF are not filed as of the date of this audit. Selected summarized financial information for the MCMJIF and the NJMEBF as of December 31, 2019 is as follows:

	MCMJIF	NJMEBF
Total Assets	\$ 35,348,941	\$ 27,755,354
Net Position	\$ 12,793,902	\$ 24,024,780
Total Revenue	\$ 21,031,442	\$ 40,460,052
Total Expenses	\$ 21,821,417	\$ 35,333,903
Members Dividends	\$ -0-	\$ 4,100,000
Change in Net Position for the Year Ended December 31	\$ (789,975)	\$ 1,026,149

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 10: Risk Management (Cont'd)

Financial statements for these funds are available at the Office of the Executive Director.

MCMJIF and NJMEBF
9 Campus Drive, Suite 216
Parsippany, New Jersey 07054-4412
(201) 881-7632

New Jersey Unemployment Compensation Insurance

The Borough has elected to fund its New Jersey Unemployment Compensation Insurance under the "Contributory Method". Under this plan, the Borough is required to remit employee withholdings to the State on a quarterly basis. All of the Borough's claims are paid by the State.

Self-Insurance Deductible

The Reserve for Liability Insurance account was established in the Trust Funds to fund the Borough's self-insured retention for Employment Practices Liability ("EPL") and Proof of Loss ("POL") claims should they occur. The Borough's obligation or exposure on an EPL/POL claim is the first \$20,000 of the claim and then 20% of the first \$250,000 for a combined possible exposure of \$75,000 per claim.

Note 11: Contingent Liabilities

The Borough is also periodically involved in various other lawsuits arising in the normal course of business, which often include claims for property damage, personal injury, and various contract disputes. In the opinion of management, the ultimate outcome of these lawsuits will not have a material adverse effect on the Borough's financial position as of December 31, 2020.

Amounts received or receivable from grantors, principally federal and state governments are subject to regulatory requirements and adjustments by the agencies. Any disallowed claims, including amounts previously recognized by the Borough as revenue would constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantors cannot be determined at this time, although Borough officials expect such amounts, if any, to be immaterial.

Various tax appeals on assessed valuations have been filed against the Borough and are awaiting tax court decisions. The ultimate outcome and effect of such appeals have not been determined; however, the Borough Tax Assessor will aggressively defend the Borough's assessments. The Borough has established a reserve for this contingency in the amount of \$113,354. If an amount is due in excess of the reserve established, that amount will need to be raised in future budgets to fund the potential additional liability.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 12: Interfund Receivables and Payables

There following interfund balances remain on the balance sheet at December 31, 2020:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
Current Fund		\$ 182,256
Federal and State Grant Fund	\$ 82,256	
General Capital Fund	100,000	
	<u>\$ 182,256</u>	<u>\$ 182,256</u>

The \$82,256 Federal and State Grant Fund interfund receivable due from the Current Fund is a result of the Current Fund receiving and disbursing funds on the Federal and State Grant Fund's behalf. The \$100,000 General Capital Fund interfund receivable is due from the Current Fund for the balance of budget appropriations.

Note 13: Deferred Compensation

The Borough offers its employees two deferred compensation plan created in accordance with Internal Revenue Code Section 457b. The plans, which are administered by Lincoln National Life Insurance Co. and AXA Equitable permit participants to defer a portion of their salary until future years. Amounts deferred under the plans are not available to employees until termination, retirement, death or unforeseeable emergency.

Note 14: Economic Dependency

The Borough of Mountain Lakes receives a substantial amount of support from federal and state governments. A significant reduction in the level of support, if this were to occur, may have an effect on the Borough's programs and activities.

Note 15: Postemployment Benefits Other Than Pensions (OPEB)

State Health Benefit Local Government Retired Employees Plan

General Information about the OPEB Plan

Plan Description

The State Health Benefit Local Government Retired Employees Plan (the Plan) is a cost sharing multiple employer defined benefit other postemployment benefit (OPEB) plan with a special funding situation. It covers employees of local government employers that have adopted a resolution to participate in the Plan. For additional information about the Plan, please refer to the State of New Jersey (the State), Division of Pensions and Benefits' (the Division) Comprehensive Annual Financial Report (CAFR), which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 15: Postemployment Benefits Other Than Pensions (OPEB) (Cont'd)

State Health Benefit Local Government Retired Employees Plan (Cont'd)

General Information about the OPEB Plan (Cont'd)

Benefits Provided

The Plan provides medical and prescription drug coverage to retirees and their covered dependents of the participating employers. Under the provisions of Chapter 88, P.L. 1974 and Chapter 48, P.L. 1999, local government employers electing to provide postretirement medical coverage to their employees must file a resolution with the Division. Under Chapter 88, local employers elect to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission. Chapter 48 allows local employers to establish their own age and service eligibility for employer paid health benefits coverage for retired employees. Under Chapter 48, the employer may assume the cost of postretirement medical coverage for employees and their dependents who: 1) retired on a disability pension; or 2) retired with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 3) retired and reached the age of 65 with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 4) retired and reached age 62 with at least 15 years of service with the employer. Further, the law provides that the employer paid obligations for retiree coverage may be determined by means of a collective negotiations agreement.

In accordance with Chapter 330, P.L. 1997, which is codified in N.J.S.A. 52:14-17.32i, the State provides medical and prescription coverage to local police officers and firefighters, who retire with 25 years of service or on a disability from an employer who does not provide postretirement medical coverage. Local employers were required to file a resolution with the Division in order for their employees to qualify for State-paid retiree health benefits coverage under Chapter 330. The State also provides funding for retiree health benefits to survivors of local police officers and firefighters who die in the line of duty under Chapter 271, P.L. 1989.

Contributions

Pursuant to Chapter 78, P.L. 2011, future retirees eligible for postretirement medical coverage who have less than 20 years of creditable service on June 28, 2011 will be required to pay a percentage of the cost of their health care coverage in retirement provided they retire with 25 or more years of pension service credit. The percentage of the premium for which the retiree will be responsible will be determined based on the retiree's annual retirement benefit and level of coverage.

Special Funding Situation

Under Chapter 330, P.L. 1997, the State shall pay the premium or periodic charges for the qualified local police and firefighter retirees and dependents equal to 80 percent of the premium or periodic charge for the category of coverage elected by the qualified retiree under the State managed care plan or a health maintenance organization participating in the program providing the lowest premium or periodic charge. The State also provides funding for retiree health benefits to survivors of local police officers and firefighters who die in the line of duty under Chapter 271, P.L. 1989.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 15: Postemployment Benefits Other Than Pensions (OPEB) (Cont'd)

State Health Benefit Local Government Retired Employees Plan (Cont'd)

General Information about the OPEB Plan (Cont'd)

Special Funding Situation (Cont'd)

Therefore, these employers are considered to be in a special funding situation as defined by GASB Statement No. 75 and the State is treated as a nonemployer contributing entity. For New Jersey local governments who report under the regulatory basis of accounting, the net OPEB liability and related deferred inflows are not recorded in the financial statements and there is only note disclosure of this information. Since the local participating employers do not contribute under this legislation directly to the plan, there is no net OPEB liability, deferred outflows of resources, or deferred inflows of resources to report in the financial statements of the local participating employers related to this legislation. However, the notes to the financial statements of the local participating employers must disclose the portion of the nonemployer contributing entities' total proportionate share of the collective net OPEB liability that is associated with the local participating employer.

Allocation Methodology

GASB Statement No. 75 requires participating employers in the Plan to recognize their proportionate share of the collective net OPEB liability, collective deferred outflows of resources, collective deferred inflows of resources, and collective OPEB (benefit)/expense. The special funding situation's and nonspecial funding situation's net OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB expense are based on separately calculated total OPEB liabilities. The nonspecial funding situation's net OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB (benefit)/expense are further allocated to employers based on the ratio of the plan members of an individual employer to the total members of the Plan's nonspecial funding situation during the measurement period July 1, 2018 through June 30, 2019. Employer and nonemployer allocation percentages were rounded for presentation purposes; therefore, amounts presented in the schedule of OPEB amounts by employer and nonemployer may result in immaterial differences.

OPEB Expense

The total OPEB liability as of June 30, 2020 was not available from the State of New Jersey Division of Pensions and Benefits as of the date of this report. The total OPEB liability as of June 30, 2019 was determined by an actuarial valuation as of June 30, 2018, which was rolled forward to June 30, 2019.

At June 30, 2019, the State's proportionate share of the net OPEB liability attributable to the Borough was \$4,633,812. At June 30, 2019, the State's proportion related to the Borough was .083859%. This is the percentage of the total State Share of the net OPEB liability of the Plan.

For the year ended June 30, 2019 the Borough's OPEB benefit as determined by the State of New Jersey Division of Pensions and Benefits was \$656,804. For the year ended June 30, 2019 the State of New Jersey's OPEB expense related to the Borough was \$61,422.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 15: Postemployment Benefits Other Than Pensions (OPEB) (Cont'd)

State Health Benefit Local Government Retired Employees Plan (Cont'd)

Actuarial Assumptions and Other Inputs

The actuarial assumptions vary for each plan member depending on the pension plan the member is enrolled in. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement.

Inflation Rate	2.50%
Salary Increases*:	
Public Employees' Retirement System (PERS)	
Initial fiscal year applied	
Rate through 2026	2.00% - 6.00%
Rate thereafter	3.00% to 7.00%
Police and Firemen's Retirement System (PFRS)	
Rate for all future years	3.25% to 15.25%

* - Salary increases are based on years of service within the respective plan.

Mortality:

PERS	Pub-2010 General classification headcount weighted mortality with fully generational mortality improvement projections from the central year using Scale MP-2019
PFRS	Pub-2010 Safety classification headcount weighted mortality with fully generational mortality improvement projections from the central year using Scale MP-2019

Actuarial assumptions used in the June 30, 2018 valuation were based on the results of the PFRS and PERS experience studies prepared for July 1, 2013 to June 30, 2018 and July 1, 2014 – June 30, 2018, respectively.

100% of active members are considered to participate in the Plan upon retirement.

Health Care Trend Assumptions

For pre-Medicare medical benefits, the trend rate is initially is 5.7% and decreases to a 4.5% long term trend rate after eight years. For post 65 medical benefits, the actual fully-insured Medicare Advantage trend rate for fiscal year 2020 is reflected. The assumed post-65 medical trend is 4.5% for all future years. For prescription drug benefits, the initial trend rate is 7.5% and decreases to a 4.5% long term rate after eight years.

BOROUGH OF MOUNTAIN LAKES
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020
(Continued)

Note 15: Postemployment Benefits Other Than Pensions (OPEB) (Cont'd)

State Health Benefit Local Government Retired Employees Plan (Cont'd)

Discount Rate

The discount rate for June 30, 2019 was 3.50%. The discount rate for June 30, 2018 was 3.87%. This represents the municipal bond rate as chosen by the State. The source is 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. As the long-term rate of return is less than the municipal bond rate, it is not considered in the calculation of the discount rate, rather the discount rate is set at the municipal bond rate.

Note 16: Fixed Assets

The following is a summarization of general fixed assets for the years ended December 31, 2020 and 2019:

	Balance Dec. 31, 2019	Additions	Deletions	Balance Dec. 31, 2020
Land	\$ 119,765,800			\$ 119,765,800
Buildings	2,257,500			2,257,500
Machinery and Equipment	4,092,868	\$ 124,176	\$ 74,197	4,142,847
	<u>\$ 126,116,168</u>	<u>\$ 124,176</u>	<u>\$ 74,197</u>	<u>\$ 126,166,147</u>

	Balance Dec. 31, 2018	Additions	Deletions	Balance Dec. 31, 2019
Land	\$ 119,765,800			\$ 119,765,800
Buildings	2,257,500			2,257,500
Machinery and Equipment	3,795,783	\$ 304,878	\$ 7,793	4,092,868
	<u>\$ 125,819,083</u>	<u>\$ 304,878</u>	<u>\$ 7,793</u>	<u>\$ 126,116,168</u>

Note 17: COVID-19 Impact

The COVID-19 outbreak caused disruption of normal financial operations at the municipality with the municipal offices closed to the public and minimal staff working on site. However, this disruption only had a negative impact on the Municipal Court Fines and Costs in the Current Fund. All other Current Fund revenue as well as other revenue in the operating funds met or exceeded amounts anticipated in their respective budgets.

Note 18: Subsequent Event

The COVID-19 outbreak continues to cause disruption of normal financial operations at the municipality with the municipal offices closed to the public and minimal staff working on site. Though the impact on the Borough's operations cannot be reasonably estimated at this date, there is the potential that there will be an impact on tax collections as well as other revenue in the operating funds until the majority of the population has been vaccinated.

BOROUGH OF MOUNTAIN LAKES

SUPPLEMENTARY DATA

BOROUGH OF MOUNTAIN LAKES
OFFICIALS IN OFFICE AND SURETY BONDS
YEAR ENDED DECEMBER 31, 2020

<u>Name</u>	<u>Title</u>	<u>Amount of Bond</u>	<u>Name of Corporate Surety</u>
David Shepherd	Mayor		
Thomas Menard	Deputy Mayor		
Lauren Barnett	Council Member		
Daniel Happer	Council Member		
Janet Horst	Council Member		
Cynthia Korman	Council Member		
Audrey Lane	Council Member		
Mitchell Stern	Borough Manager	**	MCM/MEL JIF
Monica Goscicki	Chief Financial Officer	**	MCM/MEL JIF
Mitchell Stern	Acting Borough Clerk	**	MCM/MEL JIF
Ann Purcell	Tax/Utility Collector	**	MCM/MEL JIF
Cynthia Shaw	Planning Board Secretary	**	MCM/MEL JIF
Robert Oostdyk	Township Attorney		
Gerard F. Smith	Municipal Court Judge	**	MCM/MEL JIF
Shawn Bennett	Police Chief	**	MCM/MEL JIF
Michael Fitzpatrick	Health Officer	**	MCM/MEL JIF

** There is a Public Employee Blanket Bond for \$1,000,000 covering all municipal employees.

Morris County Municipal Joint Insurance Fund	\$ 50,000
Municipal Excess Liability Joint Insurance Fund	950,000
	<u>\$ 1,000,000</u>

All bonds were examined and were properly executed.

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
CURRENT FUND

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	
Balance December 31, 2019	A	\$ 3,165,774.77
Increased by Receipts:		
Tax Collector	\$ 33,614,950.72	
Petty Cash	250.00	
Revenue Accounts Receivable	1,784,169.45	
Interest on Investments	16,493.19	
Miscellaneous Revenue Not Anticipated	49,085.87	
Interest on Investments:		
Due Other Trust Funds	3,561.18	
Due General Capital Fund	6,451.26	
Other Accounts Receivable	10,715.13	
Due Federal and State Grant Fund:		
Grants Receivable	6,831.15	
Unappropriated Reserves	10,582.19	
Due State of New Jersey:		
Senior Citizens' and Veterans' Deductions	9,000.00	
Marriage License Fees	250.00	
Construction Code Surcharge Fees	15,360.00	
Due to T-Mobile/Omnipoint and Sprint	22,290.81	
Prepaid Police Outside Detail Fees	4,917.15	
Appropriation Refunds	473,834.79	
		36,028,742.89
		39,194,517.66
Decreased by Disbursements:		
2020 Appropriations	7,977,356.08	
2019 Appropriation Reserves	268,011.78	
Petty Cash	250.00	
County Taxes	3,354,188.91	
Local School District Taxes	23,076,801.00	
Accounts Payable	288.62	
Reserve for Pending Tax Appeals	360,949.07	
Reserve for Revaluation	99,800.00	
Third Party Tax Title Lien Redemptions	60,932.55	
Other Accounts Receivable - Police Outside Detail	3,126.17	
Due Federal and State Grant Fund:		
Appropriated Reserves	35,106.57	
Encumbrances	105.00	
Due State of New Jersey:		
Marriage License Fees	175.00	
Construction Code Surcharge Fees	12,665.00	
Due to T-Mobile/Omnipoint and Sprint	22,235.70	
Refund of Current Year Revenue:		
Fees and Permits	100.00	
Uniform Construction Code Official	8,140.00	
Refund of Prior Year Revenue - Other	14,500.00	
		35,294,731.45
Balance December 31, 2020	A	\$ 3,899,786.21

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF CASH - COLLECTOR
YEAR ENDED DECEMBER 31, 2020

Increased by Receipts:

Interest and Costs on Taxes	\$ 82,021.98
Taxes Receivable	33,035,578.07
2021 Prepaid Taxes	319,760.73
Tax Overpayments	116,607.39
Third-Party Lien Redemptions	60,932.55
Miscellaneous	50.00
	<hr/> 33,614,950.72

Decreased by:

Amount Turned Over to Treasurer	<hr/> <hr/> \$ 33,614,950.72
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BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF CASH - GRANT FUNDS
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY

Year	Balance Dec. 31, 2019	Added Taxes	2020 Levy	Collections		Tax Overpayments Applied	Senior Citizens' and Veterans' Deductions	Taxes Canceled	Transferred to Tax Title Liens	Balance Dec. 31, 2020
				2019	2020					
2019	\$ 398,827.92	\$ 22,333.51			\$ 421,161.43					
2020			\$ 33,297,366.93	\$ 103,977.22	32,614,416.64	\$ 50,882.61	\$ 9,000.00	\$ 152,837.35	\$ 10,790.50	\$ 355,462.61
Total	\$ 398,827.92	\$ 22,333.51	\$ 33,297,366.93	\$ 103,977.22	\$ 33,035,578.07	\$ 50,882.61	\$ 9,000.00	\$ 152,837.35	\$ 10,790.50	\$ 355,462.61

Ref. A

A

Analysis of 2020 Property Tax Levy

Tax Yield:

General Purpose Tax	\$ 33,205,196.32
Added, Omitted and Rollback Taxes	92,170.61
	<u>\$ 33,297,366.93</u>

Tax Levy:

Local School District Taxes	\$ 23,076,801.00
County Taxes	\$ 3,251,559.88
County Open Space Taxes	96,560.83
County Added and Omitted Taxes	9,342.20
	<u>3,357,462.91</u>
	26,434,263.91
Local Tax for Municipal Purposes	6,772,254.82
Add: Additional Tax Levied	90,848.20
	<u>6,863,103.02</u>
	<u>\$ 33,297,366.93</u>

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF TAX TITLE LIENS

	<u>Ref.</u>		
Balance December 31, 2019	A	\$	25,083.61
Increased by:			
Transfer from Taxes Receivable		\$	10,790.50
Prior Year Adjustment			<u>1,681.94</u>
			<u>12,472.44</u>
Balance December 31, 2020	A	\$	<u><u>37,556.05</u></u>

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

	Balance Dec. 31, 2019	Accrued In 2020	Collected by Treasurer	Balance Dec. 31, 2020
Clerk:				
Licenses:				
Alcoholic Beverage	\$	12,688.00	\$	12,688.00
Other		1,140.00		1,140.00
Board of Health:				
Licenses - Other		1,150.00		1,150.00
Fees and Permits:				
Clerk		8,220.00		8,220.00
Planning and Zoning		34,005.35		34,005.35
Police		850.59		850.59
Building Department		4,400.00		4,400.00
Treasurer		12,080.00		12,080.00
Municipal Court Fines and Costs	\$	11,062.82		\$
Trash Bag Receipts		229,512.50		229,512.50
Recreation Fees and Income		61,477.70		61,477.70
Board of Education:				
Solid Waste Collection		57,331.76		57,331.76
Field Lease		45,000.00		45,000.00
Energy Receipts Tax		417,293.00		417,293.00
Uniform Construction Code Official		244,048.00		244,048.00
General Capital Fund Balance		230,000.00		230,000.00
General Capital Reserve for Payment of Debt Service		10,331.00		10,331.00
Water Utility Operating Fund Balance		60,000.00		60,000.00
Sewer Utility Operating Fund Balance		157,190.00		157,190.00
Rent from Railroad Station		38,192.40		38,192.40
Cell Tower Lease:				
T-Mobile/Omnipoint		71,164.68		71,164.68
Sprint		22,290.81		22,290.81
Verizon Lease		33,027.57		33,027.57
Cable Franchise Fees		18,927.01		18,927.01
	\$	2,886.26	\$	\$
		1,781,383.19		1,784,169.45
				100.00

Ref.

A

A

BOROUGH OF MOUNTAIN LAKES
FEDERAL AND STATE GRANT FUNDS
SCHEDULE OF FEDERAL AND STATE GRANTS RECEIVABLE

	Balance Dec. 31, 2019	Budget Revenue Realized	Received in Current Fund	Transfer from Unappropriated Reserves	Canceled	Balance Dec. 31, 2020
Municipal Alliance on Alcohol and Drug Abuse:						
State Share - 2011 and 2012	\$ 11,729.92				\$ 11,729.92	
Local Matching Share - 2012	2,500.00				2,500.00	
Alcohol Education and Rehabilitation Grant		\$ 321.50		\$ 321.50		
Recycling Tonnage Grant		6,281.56		6,281.56		
Body Armor Replacement Fund		1,591.15	\$ 1,591.15			
Historic Preservation Grant	240.00	4,500.00	4,740.00			
Clean Communities Program		11,050.87		11,050.87		
Community Forestry Management Plan	500.00		500.00			
Click It or Ticket	49.68				49.68	
Green Communities Grant	3,000.00				3,000.00	
BSF Forestry Grant	1,500.00				1,500.00	
Highlands Plan Conformance Grant	20,961.86				20,961.86	
Reduction In Speed Grant - 2008	1,649.76				1,649.76	
Morris County Historic Preservation Grant	516.00				516.00	
	<u>\$ 42,647.22</u>	<u>\$ 23,745.08</u>	<u>\$ 6,831.15</u>	<u>\$ 17,653.93</u>	<u>\$ 41,907.22</u>	<u>\$ - 0 -</u>

Ref.

A

A

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF 2019 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2020

	Balance Dec. 31, 2019	Balance After Transfers	Paid or Charged	Balance Lapsed
General Government:				
Borough Manager:				
Salaries and Wages	\$ 8,210.17	\$ 8,210.17		\$ 8,210.17
Other Expenses	20,633.09	20,633.09	\$ 2,118.84	18,514.25
Mayor and Council:				
Other Expenses	213.31	213.31		213.31
Borough Clerk:				
Salaries and Wages	8,306.00	8,306.00		8,306.00
Other Expenses	8,251.40	8,251.40	52.20	8,199.20
Financial Administration (Treasury):				
Salaries and Wages	11,286.42	11,286.42	1,737.66	9,548.76
Other Expenses	2,655.86	2,655.86	1,275.00	1,380.86
Revenue Administration (Tax Collection):				
Other Expenses	1,907.37	1,907.37	35.57	1,871.80
Data Processing	6,124.28	6,124.28	3,296.50	2,827.78
Assessment of Taxes:				
Salaries and Wages	0.04	0.04		0.04
Other Expenses	1,659.35	1,659.35		1,659.35
Legal Services and Costs:				
Other Expenses	42,220.60	42,220.60	7,983.75	34,236.85
Office of Fire Safety:				
Other Expenses	198.51	198.51		198.51
Audit Services:				
Other Expenses	2,000.00	2,000.00		2,000.00
Planning Board:				
Salaries and Wages	521.47	521.47	458.98	62.49
Other Expenses	1,625.25	1,625.25	589.98	1,035.27
Zoning Board of Adjustment:				
Salaries and Wages	521.47	521.47	458.99	62.48
Other Expenses	238.13	238.13	53.38	184.75
Engineering Services:				
Other Expenses	20,670.06	20,670.06	16,472.25	4,197.81
Police Department:				
Salaries & Wages	43,443.13	43,443.13	43,443.13	
Other Expenses	16,872.59	16,872.59	4,393.85	12,478.74
Traffic & Safety Committee:				
Other Expenses	135.01	135.01		135.01
Office of Emergency Management:				
Salaries & Wages	1,250.00	1,250.00		1,250.00
Other Expenses	2,990.92	2,990.92	80.00	2,910.92
Fire Department:				
Salaries & Wages	149.97	149.97		149.97
Other Expenses	17,568.77	17,568.77	3,959.81	13,608.96

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF 2019 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2020
(Continued)

	Balance Dec. 31, 2019	Balance After Transfers	Paid or Charged	Balance Lapsed
General Government:				
Streets and Roads Maintenance:				
Salaries and Wages	\$ 19,937.38	\$ 19,937.38	\$ 7,247.84	\$ 12,689.54
Other Expenses	53,332.70	53,332.70	19,285.58	34,047.12
Solid Waste Collection:				
Salaries and Wages	1,864.95	1,864.95		1,864.95
Other Expenses	93,820.08	93,820.08	84,087.74	9,732.34
Building & Grounds:				
Other Expenses	10,134.24	10,134.24	1,221.81	8,912.43
Vehicle Maintenance:				
Other Expenses	15,199.05	15,199.05	5,358.54	9,840.51
Shade Tree:				
Other Expenses	46,421.86	46,421.86	18,500.00	27,921.86
Board of Health:				
Salaries & Wages	0.08	0.08		0.08
Environmental Commission:				
Other Expenses	5,910.49	5,910.49		5,910.49
Woodlands Committee - Other Expenses	633.84	633.84		633.84
Recreation & Playground Services:				
Salaries & Wages	956.49	956.49		956.49
Other Expenses	11,380.81	11,380.81	1,109.50	10,271.31
Parks and Playground Maintenance:				
Other Expenses	24,995.57	24,995.57	3,020.97	21,974.60
Celebration of Public Events:				
Other Expenses	640.98	640.98		640.98
Utility Expenses:				
Electricity	12,728.87	12,728.87	9,779.61	2,949.26
Street Lighting	9,642.47	9,642.47	5,134.28	4,508.19
Telephone	3,100.84	3,100.84	917.08	2,183.76
Natural Gas	4,135.76	4,135.76	3,676.01	459.75
Gasoline	15,958.12	15,958.12	2,994.48	12,963.64
State Uniform Construction Code:				
Salaries and Wages	11,762.98	11,762.98		11,762.98
Other Expenses	3,814.04	3,814.04	1,017.12	2,796.92
Code Enforcement:				
Salaries and Wages	0.01	0.01		0.01
Other Expenses	500.00	500.00		500.00
Insurance:				
General Liability	10,002.00	10,002.00		10,002.00
Employee Group Health	31,307.90	31,307.90		31,307.90

(Continued)

\$ 643,557.40	\$ 643,557.40	\$ 271,731.78	\$ 371,825.62
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Balance December 31, 2019:

Unencumbered	A	\$ 501,721.66
Encumbered	A	141,835.74
		<u>\$ 643,557.40</u>

Cash Disbursed	\$ 268,011.78
Accounts Payable	<u>3,720.00</u>
	\$ 271,731.78

BOROUGH OF MOUNTAIN LAKES
CURRENT FUND
SCHEDULE OF LOCAL SCHOOL DISTRICT TAXES PAYABLE
YEAR ENDED DECEMBER 31, 2020

Increased by:

Levy - Calendar Year 2020

\$ 23,076,801.00

Decreased by:

Payments to Board of Education

\$ 23,076,801.00

BOROUGH OF MOUNTAIN LAKES
FEDERAL AND STATE GRANT FUNDS
SCHEDULE OF APPROPRIATED GRANT RESERVES

	Balance Dec. 31, 2019	Transfer from Current Fund Budget	Paid or Charged	Canceled	Balance Dec. 31, 2020
Municipal Drug Alliance:					
State Share	\$ 16,796.98			\$ 16,796.98	
Local Matching Share	2,500.00			2,500.00	
Alcohol Education and Rehabilitation Grant	5,334.97	\$ 321.50	\$ 700.00		\$ 4,956.47
Recycling Tonnage Grant	37,795.46	6,281.56	23,429.24		20,647.78
Body Armor Replacement Fund	3,532.65	1,591.15			5,123.80
Historic Preservation Grant		4,500.00	4,500.00		
Drunk Driving Enforcement Fund	25,703.04				25,703.04
Click It or Ticket	7,858.00			7,858.00	
Green Communities Grant	5,250.00			5,250.00	
BSF Forestry Grant	1,500.00			1,500.00	
Highlands Plan Conformance Grant	5,946.06			5,946.06	
Reduction in Speed Grant- 2008	607.33			607.33	
Clean Communities Program	7,149.26	11,050.87	6,477.33		11,722.80
Community Forestry Grant	3,000.00			3,000.00	
Bullet Proof Vest Program- Federal - 2004	3,520.00				3,520.00
Office of Emergency Management - 2004	2,405.72			2,405.72	
Sustainable Jersey Grant	2,000.00			2,000.00	
	<u>\$ 130,899.47</u>	<u>\$ 23,745.08</u>	<u>\$ 35,106.57</u>	<u>\$ 47,864.09</u>	<u>\$ 71,673.89</u>

Ref. A

A

Due to Current Fund

\$ 35,106.57

BOROUGH OF MOUNTAIN LAKES
FEDERAL AND STATE GRANT FUNDS
SCHEDULE OF UNAPPROPRIATED GRANT RESERVES

	Balance Dec. 31, 2019	Received in Current Fund	Transferred to 2020 Budget Revenue	Balance Dec. 31, 2020
Alcohol Education and Rehabilitation Program	\$ 321.50		\$ 321.50	
Recycling Tonnage Grant	6,281.56		6,281.56	
Clean Communities Program	11,050.87	\$ 9,963.24	11,050.87	\$ 9,963.24
Bullet Proof Vest Program		618.95		618.95
	<u>\$ 17,653.93</u>	<u>\$ 10,582.19</u>	<u>\$ 17,653.93</u>	<u>\$ 10,582.19</u>
<u>Ref.</u>	A			A

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
TRUST FUNDS

BOROUGH OF MOUNTAIN LAKES
TRUST FUNDS
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Animal Control Fund</u>	<u>Other Trust Funds</u>
Balance December 31, 2019	B	\$ 393.35	\$1,065,323.71
Increased by Receipts:			
Animal Control Dog License Fees		\$ 7,266.60	
Cat License Fees		1,410.00	
Late and Other Fees		829.00	
State Registration Fees		515.40	
Current Fund Budget Appropriation		3,000.00	
Interest Earned		23.08	
Due Current Fund - Interest Earned			\$ 3,561.18
Developer's Escrow			120,380.79
Current Fund Budget Appropriation - Reserve for:			
Unemployment Compensation Insurance			10,000.00
Accumulated Absences			10,000.00
Current Fund Appropriation Reserves:			
Reserve for Accumulated Absences			8,410.47
Reserve for :			
Other Trust			1,077.00
Developers Deposits' - Affordable Housing			5,470.00
Unemployment Compensation Insurance			95.29
Police Outside Employment			17,143.50
Police Forfeited Assets			21.05
Flexible Spending			12,568.27
Shade Tree Trust			14,510.75
Recreation Trust			124,163.42
Storm Recovery:			
COVID-19 Donation			2,000.00
COVID-19 - Coronavirus Relief Fund -			
Local Government Emergency Fund			23,881.45
Current Fund Appropriation Reserves			9,274.07
		<u>13,044.08</u>	<u>362,557.24</u>
		13,437.43	1,427,880.95
Decreased by Disbursements:			
Animal Control Expenditures		12,476.00	
Due State of New Jersey		515.40	
Due Current Fund - Interest Earned			3,561.18
Tax Sale Premiums			136,700.00
Developer's Escrow			94,567.50
Reserve for:			
Other Trust			24,404.44
Developers Deposits' - Affordable Housing			1,117.67
Unemployment Compensation Insurance			2,645.34
Police Outside Employment			5,051.08
Police Forfeited Assets			6,799.98
Flexible Spending			11,667.64
Shade Tree Trust			190.00
Recreation Trust			132,527.34
Storm Recovery			74,579.56
		<u>12,991.40</u>	<u>493,811.73</u>
Balance December 31, 2020	B	<u>\$ 446.03</u>	<u>\$ 934,069.22</u>

BOROUGH OF MOUNTAIN LAKES
ASSESSMENT TRUST FUND
ANALYSIS OF CASH
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

BOROUGH OF MOUNTAIN LAKES
ANIMAL CONTROL FUND
SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

	<u>Ref.</u>		
Balance December 31, 2019	B	\$	393.35
Increased by:			
Dog License Fees Collected		\$	7,266.60
Cat License Fees Collected			1,410.00
Late and Other Fees			829.00
Current Fund Budget Appropriation			3,000.00
Interest Earnings			23.08
			<u>12,528.68</u>
			<u>12,922.03</u>
Decreased by:			
Expenditures Under R.S. 4:19-15.11			<u>12,476.00</u>
Balance December 31, 2020	B	<u>\$</u>	<u>446.03</u>

License Fees Collected

<u>Year</u>	<u>Amount</u>
2018	\$ 9,908.00
2019	<u>9,630.20</u>
Maximum Allowable Reserve	<u>\$ 19,538.20</u>

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
GENERAL CAPITAL FUND

BOROUGH OF MOUNTAIN LAKES
GENERAL CAPITAL FUND
SCHEDULE OF CASH

	<u>Ref.</u>		
Balance December 31, 2019	C	\$	897,470.41
Increased by Receipts:			
Current Fund Appropriations:			
Capital Improvement Fund		\$	312,582.00
Deferred Charges to Future Taxation - Unfunded			20,885.59
Bond Anticipation Notes Issued			4,059,904.00
Premium on Sale of Notes:			
Capital Fund Balance			38,841.14
Federal and State Aid Receivable:			
NJ Department of Transportation			583,066.84
Due Current Fund:			
Interest Earned			6,451.26
			<hr/> 5,021,730.83
			<hr/> 5,919,201.24
Decreased by Disbursements:			
Bond Anticipation Notes Matured			2,074.00
Improvement Authorization Expenditures			1,751,937.13
Due Current Fund:			
Interest Earned			6,451.26
Anticipated in Current Fund Budget:			
Reserve for Payment of Debt Service			10,331.00
Fund Balance			230,000.00
			<hr/> 2,000,793.39
Balance December 31, 2020	C	\$	<hr/> <hr/> 3,918,407.85

BOROUGH OF MOUNTAIN LAKES
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

Ordinance Number	Improvement Description	Balance Dec. 31, 2019	2020 Authorizations	Notes Paid by Budget Appropriation	Funded by Budget Appropriation	Authorizations Canceled	To Reserve for Payment of Debt Service	Analysis of Balance Dec. 31, 2020		
								Balance Dec. 31, 2020	Bond Anticipation Notes	Unexpended Improvement Authorizations
<u>General Improvements</u>										
06-11	Various Capital Improvements	\$ 20,885.59		\$ 89,485.00	\$ 20,885.59	\$ 2,074.69	\$ 0.69	\$ 699,981.00	\$ 699,981.00	
04-18	Various Capital Improvements	791,540.00				708.73		2,815,049.27	815,049.00	\$ 2,000,000.27
02-19	Various Capital Improvements	2,815,758.00						105,000.00	105,000.00	
10-19	Improvement of Various Roads	105,000.00				402.81		639,855.19	639,855.00	0.19
04-20	Various Capital Improvements		\$ 640,258.00							
08-20	Improvement of the Municipal Building		4,250,000.00					4,250,000.00	2,500,000.00	1,750,000.00
		\$ 3,733,183.59	\$ 4,890,258.00	\$ 89,485.00	\$ 20,885.59	\$ 3,186.23	\$ 0.69	\$ 8,509,885.46	\$ 4,759,885.00	\$ 3,750,000.46

Ref.

C

C

Analysis of Unexpended Improvement Authorizations

Improvement Authorizations - Unfunded	\$6,691,417.89
Less: Unexpended Proceeds of Bond Anticipation Notes Issued	
Ordinance #04-18	\$ 84,271.70
Ordinance #02-19	215,989.32
Ordinance #04-20	159,782.84
Ordinance #08-20	2,481,373.57
	<u>2,941,417.43</u>
	<u>\$3,750,000.46</u>

\$	5,535.36
	53,252.10
	<u>3,186.23</u>
\$	61,973.69

BOROUGH OF MOUNTAIN LAKES
GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>	
Balance December 31, 2019	C	\$ 67,944.91
Increased By:		
2020 Current Fund Budget Appropriation:		
Cash Received	\$ 312,582.00	
Due from Current Fund	<u>100,000.00</u>	
		<u>412,582.00</u>
		480,526.91
Decreased By:		
Appropriated to Finance Improvement Authorizations		<u>246,908.00</u>
Balance December 31, 2020	C	<u><u>\$ 233,618.91</u></u>

BOROUGH OF MOUNTAIN LAKES
GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE

Ordinance Number	Improvement Description	Date of			Interest Rate	Balance Dec. 31, 2019	Issued	Matured	Balance Dec. 31, 2020
		Original Issue	Issue	Maturity					
04-18	Various Capital Improvements	10/01/19	10/01/19 09/30/20	10/01/20 09/30/21	1.64% 1.25%	\$791,540.00	\$ 699,981.00	\$ 791,540.00	\$ 699,981.00
02-19	Various Capital Improvements	09/30/20	09/30/20	09/30/21	1.25%		815,049.00		815,049.00
10-19	Improvement of Various Roads	09/30/20	09/30/20	09/30/21	1.25%		105,000.00		105,000.00
04-20	Various Capital Improvements	09/30/20	09/30/20	09/30/21	1.25%		639,855.00		639,855.00
08-20	Improvement of the Municipal Building	09/30/20	09/30/20	09/30/21	1.25%		2,500,000.00		2,500,000.00
						<u>\$791,540.00</u>	<u>\$ 4,759,885.00</u>	<u>\$ 791,540.00</u>	<u>\$ 4,759,885.00</u>
					<u>Ref.</u>	<u>C</u>			<u>C</u>
	Renewals								
	Issued for Cash					\$ 699,981.00	\$ 699,981.00		
	Funded by Budget Appropriation					4,059,904.00	89,485.00		
	Redeemed from Cash						2,074.00		
						<u>\$ 4,759,885.00</u>	<u>\$ 791,540.00</u>		

BOROUGH OF MOUNTAIN LAKES
GENERAL CAPITAL FUND
SCHEDULE OF SERIAL BONDS PAYABLE

Purpose	Date of Issue	Original Issue	Maturities of Bonds Outstanding		Interest Rate	Balance Dec. 31, 2019	Matured	Balance Dec. 31, 2020
			Date	Amount				
General Improvements	09/01/07	\$ 2,101,000.00				\$ 200,000.00	\$ 200,000.00	
General Improvement Refunding	11/20/07	2,915,000.00	07/15/21-22	\$ 195,000.00	4.00%	590,000.00	200,000.00	\$ 390,000.00
General Improvement Refunding	12/30/09	2,965,000.00				280,000.00	280,000.00	
General Improvements	01/29/13	3,035,000.00	01/15/21	355,000.00	1.50%			
			01/15/22	285,000.00	1.75%			
			01/15/23	315,000.00	1.75%			
			01/15/24-25	320,000.00	2.00%	1,795,000.00	200,000.00	1,595,000.00
General Improvements	07/27/17	4,130,000.00	08/01/21	140,000.00	3.00%			
			08/01/22-23	170,000.00	3.00%			
			08/01/24	200,000.00	3.00%			
			08/01/25-26	220,000.00	3.00%			
			08/01/27-31	230,000.00	3.00%			
			08/01/32-37	240,000.00	3.00%	3,850,000.00	140,000.00	3,710,000.00
						<u>\$ 6,715,000.00</u>	<u>\$ 1,020,000.00</u>	<u>\$ 5,695,000.00</u>
Ref.						C	C	

BOROUGH OF MOUNTAIN LAKES
GENERAL CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

Ordinance Number	Improvement Description	Balance Dec. 31, 2019	2020 Authorizations	Notes Redeemed	Funded by Budget Appropriation	Notes Issued	Authorizations Canceled	Balance Dec. 31, 2020
<u>General Improvements:</u>								
06-11	Various Capital Improvements	\$ 20,885.59		\$ 2,074.00	\$ 20,885.59	\$ 815,049.00	\$ 2,074.00	
02-19	Various Capital Improvements	2,815,758.00				105,000.00	708.73	\$2,000,000.27
10-19	Improvement of Various Roads	105,000.00				639,855.00	402.81	0.19
04-20	Various Capital Improvements		\$ 640,258.00					
08-20	Improvement of the Municipal Building		4,250,000.00			2,500,000.00		1,750,000.00
		<u>\$2,941,643.59</u>	<u>\$4,890,258.00</u>	<u>\$ 2,074.00</u>	<u>\$ 20,885.59</u>	<u>\$4,059,904.00</u>	<u>\$ 3,185.54</u>	<u>\$3,750,000.46</u>

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
WATER UTILITY FUND

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY FUNDS
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Operating</u>	<u>Capital</u>
Balance December 31, 2019	D	\$ 407,068.41	\$ 13,877.93
Increased by Receipts:			
Water Rents	\$	783,493.97	
Miscellaneous Revenue		62,116.13	
Water Rent Overpayments		15,484.64	
Interest Earned		1,603.23	
Prior Year Reimbursements		9,572.12	
Appropriation Refunds		2,136.88	
Due Water Utility Operating Fund - Interest Earned			\$ 55.64
Due Water Utility Capital Fund - Interest Earned		55.64	
		<u>874,462.61</u>	<u>55.64</u>
		1,281,531.02	13,933.57
Decreased by Disbursements:			
2020 Appropriation Expenditures		719,863.69	
2019 Appropriation Reserves		74,385.40	
Water Rent Overpayments		7,505.71	
Due Current Fund - Fund Balance Anticipated		60,000.00	
Due Water Utility Operating Fund - Interest Earned			55.64
		<u>861,754.80</u>	<u>55.64</u>
Balance December 31, 2020	D	\$ 419,776.22	\$ 13,877.93

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY CAPITAL FUND
ANALYSIS OF CASH

	Balance Dec. 31, 2019	Receipts Miscellaneous	Disbursements Miscellaneous	Balance Dec. 31, 2020
Fund Balance	\$ 649.72			\$ 649.72
Capital Improvement Fund	13,228.21			13,228.21
Due (from)/to:				
Water Utility Operating Fund		\$ 55.64	\$ 55.64	
	<u>\$ 13,877.93</u>	<u>\$ 55.64</u>	<u>\$ 55.64</u>	<u>\$ 13,877.93</u>

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY OPERATING FUND
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

	Balance Dec. 31, 2019	2020		Balance Dec. 31, 2020
		Billings	Collections	
Water Rents	\$ 29,564.94	\$ 803,194.25	\$ 793,288.43	\$ 39,470.76
Miscellaneous		62,116.13	62,116.13	
	<u>\$ 29,564.94</u>	<u>\$ 865,310.38</u>	<u>\$ 855,404.56</u>	<u>\$ 39,470.76</u>
<u>Ref.</u>	D			D

Analysis of Water Rents

Water Rents Collected	\$ 783,493.97
Overpayments Applied	<u>9,794.46</u>
	<u>\$ 793,288.43</u>

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL

	Balance Dec. 31, 2019	Additions by Budget Capital Outlay	Balance Dec. 31, 2020
Organization and Intangible Costs	\$ 2,539.92		\$ 2,539.92
Pumping System	11,044.28		11,044.28
Storage Reservoir, Land	4,798.81		4,798.81
Other Distribution System, Land	1,000.00		1,000.00
Springs, Well and Collection Reservoirs	150,743.31		150,743.31
Aeration and Chemical Treatment Plant	5,916.89		5,916.89
Pumping Station Structures	44,839.27		44,839.27
Electric Power Pumping Equipment	109,957.25		109,957.25
Transmission Mains and Accessories	60,476.59		60,476.59
Storage Reservoir, Tanks and Stand Pipe	164,439.66		164,439.66
Distribution Mains and Accessories	665,528.40		665,528.40
Service Pipes and Stops	28,643.58		28,643.58
Meters, Meter Boxes and Vaults	109,705.07		109,705.07
Fire Hydrants and First Cisterns	34,571.28		34,571.28
General Structures	7,005.08		7,005.08
General Equipment	190,622.91		190,622.91
Backhoe/Tractor	61,772.00		61,772.00
Pneumatic Torpedo	4,000.00		4,000.00
Pneumatic Tools	4,025.41		4,025.41
Trash Dump	5,100.00		5,100.00
Vehicles	49,752.96		49,752.96
Sewer Jet Truck	19,790.00		19,790.00
Water Flowmeter	480.00		480.00
Sewer Jet	17,428.21		17,428.21
Water Pump	4,750.00		4,750.00
Drain/Gate Valves	12,128.00		12,128.00
Water Tower Paving	3,600.00	\$ 11,400.00	15,000.00
	<u>\$ 1,774,658.88</u>	<u>\$ 11,400.00</u>	<u>\$ 1,786,058.88</u>
Ref.	D		D

Appropriation Reserves \$ 11,400.00

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY OPERATING FUND
SCHEDULE OF 2019 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2020

	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>Balance After</u> <u>Modification</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 27,453.14	\$ 27,453.14	\$ 10,967.58	\$ 16,485.56
Other Expenses	73,542.15	73,542.15	51,178.78	22,363.37
Capital Improvements:				
Capital Outlay	11,400.00	11,400.00	11,400.00	
Statutory Expenditures:				
Contribution to:				
Public Employees' Retirement System	296.88	296.88		296.88
Social Security System (O.A.S.I.)	3,200.85	3,200.85	839.04	2,361.81
	<u>\$ 115,893.02</u>	<u>\$ 115,893.02</u>	<u>\$ 74,385.40</u>	<u>\$ 41,507.62</u>

Analysis of Balance December 31, 2019

	<u>Ref.</u>	
Unencumbered	D	\$ 89,117.87
Encumbered	D	<u>26,775.15</u>
		<u>\$ 115,893.02</u>

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>	
Balance December 31, 2019	D	<u>\$ 13,228.21</u>
Balance December 31, 2020	D	<u><u>\$ 13,228.21</u></u>

BOROUGH OF MOUNTAIN LAKES
WATER UTILITY CAPITAL FUND
SCHEDULE OF RESERVE FOR AMORTIZATION

	<u>Ref.</u>	
Balance December 31, 2019	D	\$ 1,774,658.88
Increased by:		
Capital Outlay Expenditures		<u>11,400.00</u>
Balance December 31, 2020	D	<u>\$ 1,786,058.88</u>

BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
2020
SEWER UTILITY FUND

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY FUNDS
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Operating</u>	<u>Capital</u>
Balance December 31, 2019	E	\$ 473,422.56	\$ 39,604.00
Increased by Receipts:			
Sewer Service Charges		\$ 912,337.16	
Miscellaneous Revenue		33,208.27	
Interest on Investments		1,605.66	
Due Sewer Utility Operating Fund:			
Interest on Investments			\$ 158.75
Due Sewer Utility Capital Fund:			
Interest on Investments		158.75	
		<u>947,309.84</u>	<u>158.75</u>
		1,420,732.40	39,762.75
Decreased by Disbursements:			
2020 Budget Appropriations		810,200.53	
2019 Appropriation Reserves		2,977.69	
Due Current Fund:			
Fund Balance Anticipated		157,190.00	
Due Sewer Utility Operating Fund:			
Interest on Investments			158.75
		<u>970,368.22</u>	<u>158.75</u>
Balance December 31, 2020	E	<u>\$ 450,364.18</u>	<u>\$ 39,604.00</u>

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY CAPITAL FUND
ANALYSIS OF CASH

	<u>Balance/ Dec. 31, 2019</u>	<u>Receipts Miscellaneous</u>	<u>Disbursements Miscellaneous</u>	<u>Balance Dec. 31, 2020</u>
Capital Improvement Fund	\$ 29,604.00			\$ 29,604.00
Due (from)/to:				
Sewer Utility Operating Fund		\$ 158.75	\$ 158.75	
Reserve for Capital Outlay	<u>10,000.00</u>			<u>10,000.00</u>
	<u>\$ 39,604.00</u>	<u>\$ 158.75</u>	<u>\$ 158.75</u>	<u>\$ 39,604.00</u>

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY OPERATING FUND
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

	Balance Dec. 31, 2019	2020		Balance Dec. 31, 2020
		Billings	Collections	
Sewer Service Charges	\$ 48,535.06	\$ 914,171.92	\$ 912,337.16	\$ 50,369.82
Miscellaneous		33,208.27	33,208.27	
	<u>\$ 48,535.06</u>	<u>\$ 947,380.19</u>	<u>\$ 945,545.43</u>	<u>\$ 50,369.82</u>
	<u>Ref.</u>	E		E

Analysis of Miscellaneous Revenue

Interest on Sewer Rents	<u>\$ 33,208.27</u>
-------------------------	---------------------

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL

	Balance Dec. 31, 2019	Balance Dec. 31, 2020
General Equipment	\$ 64,471.40	\$ 64,471.40
Vehicles	46,924.56	46,924.56
Sewer Jet	68,276.80	68,276.80
Sewer Camera	8,211.60	8,211.60
	<u>\$ 187,884.36</u>	<u>\$ 187,884.36</u>
	<u>Ref.</u> E	E

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY OPERATING FUND
SCHEDULE OF 2019 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2020

	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>Balance</u> <u>After</u> <u>Modification</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 23,674.85	\$ 23,674.85	\$ 1,893.62	\$ 21,781.23
Other Expenses	101,432.21	101,432.21	77,838.20	23,594.01
Capital Improvements:				
Capital Outlay	10,000.00	10,000.00		10,000.00
Statutory Expenditures:				
Contribution to:				
Public Employees' Retirement System	215.64	215.64		215.64
Social Security System (O.A.S.I.)	2,472.08	2,472.08	144.87	2,327.21
	<u>\$ 137,794.78</u>	<u>\$ 137,794.78</u>	<u>\$ 79,876.69</u>	<u>\$ 57,918.09</u>

Ref.

Balance December 31, 2019:

Unencumbered	E \$ 58,895.78
Encumbered	E <u>78,899.00</u>
	<u>\$ 137,794.78</u>

Cash Disbursed	\$ 2,977.69
Accounts Payable	<u>76,899.00</u>
	<u>\$ 79,876.69</u>

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>	
Balance December 31, 2019	E	<u>\$ 29,604.00</u>
Balance December 31, 2020	E	<u><u>\$ 29,604.00</u></u>

BOROUGH OF MOUNTAIN LAKES
SEWER UTILITY CAPITAL FUND
SCHEDULE OF RESERVE FOR AMORTIZATION

	<u>Ref.</u>	
Balance December 31, 2019	E	<u>\$ 187,884.36</u>
Balance December 31, 2020	E	<u><u>\$ 187,884.36</u></u>

BOROUGH OF MOUNTAIN LAKES
PART II

SINGLE AUDIT

YEAR ENDED DECEMBER 31, 2020

BOROUGH OF MOUNTAIN LAKES
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2020

Federal Funding Department	Program	CFDA #	State Program Account #	Grant Award	Grant Receipts	Grant Period		Expenditures	MEMO	
						From	To		Cumulative Total Expenditures	Amounts Provided to Subrecipients
US Department of Justice	Bulletproof Vest Partnership Program	16.607	N/A	\$ 618.95	\$ 618.95	01/01/20	12/31/21	\$ -0-	\$ -0-	\$ -0-
Total US Department of Justice					618.95					
US Department of Treasury: Passed through NJ Department of Community Affairs	COVID-19 - Coronavirus Relief Fund - Local Government Emergency Fund	21.019	100-022-8030- 686-049690	42,651.00	42,651.00	01/01/20	12/31/20	42,651.00	42,651.00	-0-
Total US Department of Treasury					42,651.00			42,651.00	42,651.00	-0-
TOTAL FEDERAL AWARDS					\$ 43,269.95			\$ 42,651.00	\$ 42,651.00	\$ -0-

N/A - Not Available/ Applicable.

SEE ACCOMPANYING NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS

BOROUGH OF MOUNTAIN LAKES
SCHEDULE OF EXPENDITURES OF STATE AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2020

State Funding Department	State Program	State Grant Account #	Grant Award	Grant Receipts	Grant Period		Expenditures	MEMO Cumulative Total Expenditures
					From	To		
Department of Environmental Protection	Clean Communities Program	765-042-4900-004-178910	\$ 9,899.72	\$ 9,963.24	01/01/18	12/31/21	\$ 6,477.33	\$ 9,227.79
			9,963.24	9,963.24	01/01/20	12/31/21	6,477.33	9,227.79
			13,830.04		01/01/15	12/31/20	12,137.04	13,830.04
			8,448.62		01/01/16	12/31/20	8,448.62	8,448.62
	Recycling Tonnage Grant	752-042-4900-004-238490	6,142.20		01/01/17	12/31/21	2,948.58	2,948.58
				- 0 -			23,534.24	25,227.24
	Community Forestry Management Plan	100-042-4870-074-110340	5,000.00	500.00	01/01/16	12/31/17		5,000.00
	Total Department of Environmental Protection			10,463.24			30,011.57	39,455.03
Department of Health and Senior Services	Alcohol Education, Rehabilitation and Enforcement Fund (Trust)	760-098-9735-001-060000	2,160.21		01/01/10	12/31/21	700.00	700.00
	Total Department of Health and Senior Services			-0-			700.00	700.00
Department of Transportation	NJ Transportation Trust Fund Authority Act - Municipal Aid	480-078-6320-156-605178	345,000.00	96,832.46	01/01/18	12/31/19		291,747.90
		480-078-6320-156-605179	499,000.00	374,250.00	01/01/19	12/31/21	334,110.54	334,110.54
		480-078-6320-156-606280	208,000.00	111,984.38	01/01/20	12/31/21		
	Total Department of Transportation			583,066.84			334,110.54	625,858.44
				583,066.84			334,110.54	625,858.44
Department of Law and Public Safety	Body Armor Replacement Fund	718-066-1020-001-090160	1,591.15	1,591.15	01/01/20	12/31/21		
	Total Department of Law and Public Safety			1,591.15			-0-	-0-
TOTAL STATE AWARDS								\$ 666,013.47
								\$ 364,822.11

SEE ACCOMPANYING NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS

BOROUGH OF MOUNTAIN LAKES
NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS
YEAR ENDED DECEMBER 31, 2020

A. BASIS OF PRESENTATION

The accompanying schedules of expenditures of federal and state awards (the "Schedules") include the federal and state grant activity of the Borough of Mountain Lakes under programs of the federal and state governments for the year ended December 31, 2020. The information in these schedules is presented in accordance with the requirements of the Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance") and New Jersey's OMB Circular 15-08, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Because the schedules present only a selected portion of the operations of the Borough, they are not intended to and do not present the financial position, changes in fund balance or cash flows of the Borough.

B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the accompanying schedules of expenditures of federal and state awards are reported on the cash basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts, if any, shown on the Schedules represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through identifying numbers are presented where available. The Borough has not elected to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

C. 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.



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*

Independent Auditors' Report

The Honorable Mayor and Members
of the Borough Council
Borough of Mountain Lakes

We have audited, in accordance with auditing standards generally accepted in the United States of America, 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, the financial statements - *regulatory basis* - of the various funds of the Borough of Mountain Lakes, in the County of Morris (the "Borough") as of and for the years ended December 31, 2020 and 2019, and the related notes to the financial statements and have issued our report thereon dated March 9, 2021. These financial statements have been prepared in accordance with accounting practices prescribed or permitted by the Division to demonstrate compliance with the Division's regulatory basis of accounting, and the budget laws of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Internal Control Over Financial Reporting

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Borough'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 the 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 and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying Schedule of Findings and Responses as Finding 2020-001, which we consider to be a significant deficiency.

The Honorable Mayor and Members
of the Borough Council
Borough of Mountain Lakes
Page 2

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Borough's financial statements are free of 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 financial statements. 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*.

The Borough's Response to the Finding

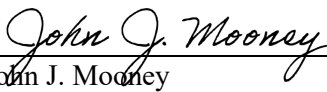
The Borough's response to the finding identified in our audit is described in the accompanying Schedule of Findings and Responses. The Borough's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 result of that testing, and not to provide an opinion on the effectiveness of the Borough'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's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 9, 2021
Mount Arlington, New Jersey


NISIVOCCIA LLP



John J. Mooney
Registered Municipal Accountant No. 560
Certified Public Accountant

BOROUGH OF MOUNTAIN LAKES
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED DECEMBER 31, 2020

Summary of Auditors' Results:

- The Independent Auditors' Report expresses an unmodified opinion on the Borough's financial statements, prepared in accordance with accounting practices prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey to demonstrate compliance with the Division's regulatory basis of accounting and the budget laws of New Jersey.
- A significant deficiency disclosed during the audit of the financial statements is reported in the *Independent Auditors' 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*. No material weaknesses are reported.
- No instances of noncompliance material to the financial statements of the Borough which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
- The Borough was not subject to the single audit provisions of the Uniform Guidance and New Jersey's OMB Circular 15-08 for the year ended December 31, 2020 as both state and federal grant expenditures were less than the single audit thresholds of \$750,000 identified in the Uniform Guidance and NJOMB 15-08.

Findings Relating to the Financial Statements which are required to be Reported in Accordance with Generally Accepted Government Auditing Standards:

- The audit disclosed the following significant deficiency required to be reported under Generally Accepted Government Auditing Standards:

Finding 2020-001

Segregation of Duties

Criteria

Concentration of duties and responsibilities in a limited number of individuals is not desirable from a control point of view.

Condition

The Borough does not maintain an adequate segregation of duties with respect to the recording and treasury functions.

The Chief Financial Officer reviews and approves disbursements of funds, prepares the general ledger and reconciles the bank accounts for the respective funds or accounts.

Cause

This is due, in part, to the limited number of personnel of the Borough and the decentralized nature of governmental collection procedures. Accordingly, management and the Borough Council should be aware of this situation and realize that the concentration of duties and responsibilities in a limited number of individuals is not desirable from a control point of view.

BOROUGH OF MOUNTAIN LAKES
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED DECEMBER 31, 2020
(Continued)

Findings Relating to the Financial Statements which are required to be Reported in Accordance with Generally Accepted Government Auditing Standards (Cont'd)

Finding 2020-001 (Cont'd)

Effect or Potential Effect

Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to perpetuate errors and prevent detection within a reasonable period of time.

Recommendation

It is recommended that an adequate segregation of duties be maintained with respect to the recording and treasury functions.

Management's Response

The Borough's segregation of duties finding has been evaluated and steps have been taken to ensure alternate methods of internal reviews are being performed. The Borough Manager reviews all outgoing payments before checks are issued and reviews all purchase orders before being encumbered.

Findings and Questioned Costs for Federal Awards:

- Not applicable since federal expenditures were below the single audit threshold.

Findings and Questioned Costs for State Awards:

- Not applicable since state expenditures were below the single audit threshold.

BOROUGH OF MOUNTAIN LAKES
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2020

Status of Prior Year Findings:

The Borough's prior year finding 2019-001 with regard to segregation of duties has not been resolved in the current year due to budgetary constraints and is included as Finding 2020-001.

BOROUGH OF MOUNTAIN LAKES
PART III

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2020

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS

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

N.J.S.A. 40A:11-3 states:

a. " When the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the total sum of \$17,500, the contract may be awarded by a purchasing agent when so authorized by ordinance or resolution, as appropriate to the contracting unit, of the governing body of the contracting unit without public advertising for bids, except that the governing body of any contracting unit may adopt an ordinance or resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to Subsection b. of Section 9 of P.L. 1971, C.198 (N.J.S.A. 40A:11-9), the governing body of the contracting unit may establish that the bid threshold may be up to \$25,000. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.

b. Any contract made pursuant to this section may be awarded for a period of 24 consecutive months, except that contracts for professional services pursuant to subparagraph (i) of paragraph (a) of subsection (1) of section 5 of P.L. 1971, C.198 (N.J.S.A. 40A:11-5) may be awarded for a period not exceeding 12 consecutive months. The Division of Local Government Services shall adopt and promulgate rules and regulations concerning the methods of accounting for all contracts that do not coincide with the contracting unit's fiscal year.

c. The Governor, in consultation with the Department of the Treasury, shall, no later than March 1 of every fifth year beginning in the fifth year after the year in which P.L. 1999, C.440 takes effect, adjust the threshold amount and the higher threshold amount which the governing body is permitted to establish, as set forth in subsection a. of this section, or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in section 2 of P.L. 1971, C.198 (N.J.S.A. 40A:11-2), and shall round the adjustment to the nearest \$1,000. The Governor shall, no later than June 1 of every fifth year, notify each governing body of the adjustment. The adjustment shall become effective on July 1 of the year in which it is made."

N.J.S.A. 40A: 11-4 states: "Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. The governing body of a contracting unit may, by resolution approved by a majority of the governing body and subject to subsections b. and c. of this section, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the governing body finds that it has had prior negative experience with the bidder."

Effective July 1, 2015 and thereafter the bid threshold in accordance with N.J.S.A. 40A:11-3 and 40A:11-4 (as amended) is \$17,500 for a contracting unit without a qualified purchasing agent and \$40,000 for a contracting unit with a qualified purchasing agent. Effective July 1, 2020 and thereafter the bid threshold in accordance with N.J.S.A. 40A:11-3 and 40A:11-4 (as amended) is \$17,500 for a contracting unit without a qualified purchasing agent and \$44,000 for a contracting unit with a qualified purchasing agent.

The governing body of the municipality has the responsibility of determining whether the expenditures in any category will exceed the bid threshold 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 per N.J.S.A. 40A:11-4. The minutes also indicated that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" and "Extraordinary Unspecifiable Services" per N.J.S.A. 40A:11-5.

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS
(Continued)

Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4 (Cont'd)

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. None were noted.

Collection of Interest on Delinquent Taxes, Assessments and Utility Charges

The statute provides the method for authorizing interest and the maximum rates to be charged for the nonpayment of taxes on or before the date when they would become delinquent. On January 6, 2020, the governing body adopted a resolution authorizing interest to be charged at the rate of 8% per annum on the first \$1,500 of delinquent taxes and 18% per annum for delinquent taxes in excess of \$1,500, and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000 on properties that fail to pay the delinquency prior to the end of the calendar year.

On January 6, 2020, the governing body adopted a resolution authorizing interest to be charged at the rate of 8% per annum of delinquent utility charges. It allows for a grace period of 30 days for payment of the utilities bills.

It appears from an examination of the Tax Collector's and Utility Collector's records that interest was generally collected in accordance with the foregoing resolution.

Delinquent Taxes and Tax Title Liens

The last tax sale was held on December 9, 2020, and was complete.

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>
2020	1
2019	1
2018	1

Verification of Delinquent Taxes and Other Charges

A test of verification 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>	<u>Number Mailed</u>
Payments of 2020 Taxes	20
Payments of 2021 Taxes	20
Delinquent Taxes	15
Payments of Water Utility Charges	20
Delinquent Water Utility Charges	15
Payments of Sewer Utility Charges	15
Delinquent Sewer Utility Charges	15

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS
(Continued)

Municipal Court

The report of the Municipal Court has been forwarded to the Division of Local Government Services and the Borough's Magistrate under separate cover. Reflected below is a summary of receipts and disbursements for the year ended December 31, 2020.

RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 2020

	Balance <u>Dec. 31, 2019</u>	<u>Receipts</u>	<u>Disbursements</u>	Balance <u>Dec. 31, 2020</u>
Municipal Treasurer:				
Fines and Costs	\$ 2,886.26	\$ 11,062.82	\$ 13,849.08	\$ 100.00
Parking Offense Adjudication Act		2.00	2.00	
State Treasurer	1,671.82	5,593.96	7,265.78	
County Treasurer	889.00	5,214.00	6,103.00	
Conditional Discharge		94.00	94.00	
Bail Account	250.00	2,850.00	3,100.00	
	<u>\$ 5,697.08</u>	<u>\$ 24,816.78</u>	<u>\$ 30,413.86</u>	<u>\$ 100.00</u>

New Jersey Administrative Code Accounting Requirements

The Division of Local Government Services has established three (3) accounting requirements which are prescribed in the New Jersey Administrative Code. They are as follows:

1. Maintenance of an encumbrance accounting system.
2. Fixed asset accounting and reporting system.
3. General ledger accounting and recording system.

The Borough is currently in compliance with the above accounting requirements.

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS
(Continued)

Status of Prior Year Recommendations:

Prior year recommendation 1 was not resolved and is included as current year recommendation 1.

BOROUGH OF MOUNTAIN LAKES
SUMMARY OF RECOMMENDATIONS

It is recommended that:

1. An adequate segregation of duties be maintained with respect to the recording and treasury functions.

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