

BOROUGH
OF
MENDHAM

Borough of Mendham
County of Morris
Mendham, New Jersey

Comprehensive Annual Financial Report
For the Year Ended December 31, 2015

Comprehensive Annual
Financial Report

of the

BOROUGH OF MENDHAM

Mendham, New Jersey

YEAR ENDED DECEMBER 31, 2015

Prepared by

Borough of Mendham
Finance Department

BOROUGH OF MENDHAM
TABLE OF CONTENTS
YEAR ENDED DECEMBER 31, 2015

INTRODUCTORY SECTION (Unaudited)

Letter of Transmittal	1
Organizational Chart	7
Roster of Officials	8
Consultants and Advisors	9

FINANCIAL SECTION 10

Independent Auditors' Report	11-13
------------------------------	-------

FINANCIAL STATEMENTS 14

Combined Balance Sheet - All Fund Types and Account Groups	15
Combined Statement of Revenue, Expenditures, and Changes in Fund Balances - Budget and Actual - Current and Utility Operating Funds	16
Notes to Financial Statements	17-41

COMBINING AND INDIVIDUAL FUND AND ACCOUNT GROUP STATEMENTS
AND SCHEDULES 42

Current Fund:	43
A Comparative Balance Sheet	44
A-1 Comparative Statement of Operations and Change in Fund Balance	45
A-2 Statement of Revenue	46-47
A-3 Statement of Expenditures	48-54
A-4 Schedule of Taxes Receivable and Analysis of Property Tax Levy	55
A-5 Schedule of 2014 Appropriation Reserves	56-57
General Capital Fund:	58
B Comparative Balance Sheet	59
B-1 Analysis of Cash	60
B-2 Schedule of Deferred Charges to Future Taxation - Unfunded	61
B-3 Schedule of Improvement Authorizations	62
B-4 Schedule of Green Acres Loan Payable	63
B-5 Schedule of Bond Anticipation Notes Payable	64
B-6 Schedule of Serial Bonds Payable	65
B-7 Schedule of Bonds and Notes Authorized but not Issued	66
Trust Funds:	67
C Combining Balance Sheet	68
C-1 Schedule of Reserve for Animal Control Fund Expenditures	69
C-2 Schedule of Other Trust Reserves	70
C-3 Schedule of Reserve for Public Assistance	71
C-4 Statement of Changes in Assets and Liabilities - Payroll Fund	72
Utility Operating Funds:	73
D Comparative Balance Sheet	74
D-1 Comparative Statement of Operations and Changes in Fund Balance	75
D-2 Statement of Revenues	76
D-3 Statement of Expenditures	77
D-4 Schedule of Consumer Accounts Receivable - Sewer Utility Operating Fund	78
D-5 Schedule of 2014 Appropriation Reserves - Sewer Utility Operating Fund	79
D-6 Schedule of Accrued Interest on Bonds and Notes - Sewer Utility Operating Fund	80

BOROUGH OF MENDHAM
TABLE OF CONTENTS
YEAR ENDED DECEMBER 31, 2015
 (Continued)

	<u>Page</u>
<u>FINANCIAL SECTION (Cont'd)</u>	
COMBINING AND INDIVIDUAL FUND AND ACCOUNT GROUP STATEMENTS AND SCHEDULES (Cont'd)	
Utility Capital Funds:	81
E Comparative Balance Sheet	82
E-1 Analysis of Cash - Sewer Utility Capital Fund	83
E-2 Schedule of Serial Bonds Payable - Sewer Utility Capital Fund	84
E-3 Schedule of Bond Anticipation Notes Payable - Sewer Utility Capital Fund	85
E-4 Schedule of Improvement Authorization - Sewer Utility Capital Fund	86
E-5 Schedule of Deferred Reserve for Amortization - Sewer Utility Capital Fund	87
E-6 Schedule of Bonds and Notes Authorized but not Issued - Sewer Utility Capital Fund (Not Applicable)	
General Fixed Assets Account Group:	88
F Schedule of General Fixed Assets (Unaudited)	89
F-1 Schedule of Changes in General Fixed Assets (Unaudited)	90
 <u>STATISTICAL SECTION (Unaudited)</u>	 91
Table	
1 Governmental Fund Expenditures by Function	92
2 Governmental Fund Revenue by Source	93
3 Property Tax Levies and Collections	94
4 Property Tax Rates - Direct and Overlapping Governments	95
5 Assessed and Estimated Actual Value of Property	96
6 Ten Largest Taxpayers	97
7 Computation of Legal Debt Margin	98
8 Ratio of Net General Obligation Debt to Assessed Value and Net General Obligation Debt Per Capita	99
9 Ratio of Debt Service for Bonded Debt (including Bond Anticipation Notes) to Government Expenditures	100
10 Demographic Statistics	101
11 Miscellaneous Statistics	102
 <u>SINGLE AUDIT SECTION</u>	 103
Schedule 1 - Schedule of Expenditures of Federal Awards	104
Schedule 2 - Schedule of Expenditures of State Awards	104
Note to Schedules of Expenditures of Federal and State Awards	105
Independent Auditors' Report on Internal Control Over Financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	106-107
Schedule of Findings and Responses	108-109
Summary Schedule of Prior Audit Findings	110
 <u>COMMENTS AND RECOMMENDATIONS SECTION</u>	 111
Comments and Recommendations	112-115
Summary of Recommendations	116

INTRODUCTORY SECTION



The Phoenix House circa 1820

The Borough of Mendham

2 West Main Street, Mendham, New Jersey 07945

Incorporated May 15, 1906

Telephone: 973-543-7152

Fax: 973-543-7202

February 19, 2016

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

The comprehensive annual financial report of the Borough of Mendham for the year ended December 31, 2015, is hereby submitted. Responsibility for both the accuracy of the data and completeness and fairness of the presentation, including all disclosures, rests with the management of the Borough of Mendham. To the best of our knowledge and belief, the data presented in this report is accurate in all material respects and is reported in a manner designed to present fairly the financial position and results of operations of the various funds and account groups of the Borough. All disclosures necessary to enable the reader to gain an understanding of the Borough's financial activities have been included.

The comprehensive annual financial report is presented in four sections: introductory, financial, statistical and single audit. The introductory section includes this transmittal letter, the Borough's organizational chart and a roster of officials. The financial section includes the financial statements and schedules, as well as the auditors' report thereon. The statistical section includes selected financial and demographic information generally presented on a multi-year basis. The Borough may be required to undergo an annual single audit in conformity with the provisions of the Single Audit Act of 1996 and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"), and State Treasury Circular Letter 15-08-OMB, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Information related to this single audit, including the auditor's report on the internal control structure and compliance with applicable laws and regulations and findings and recommendations, is included in the single audit section of this report. The Borough was not subject to the requirements of the Single Audit Act as federal and state award expenditures were each below the thresholds.

REPORTING ENTITY AND ITS SERVICES: The Borough of Mendham is an independent reporting entity within the criteria adopted by the Division of Local Government Services, State of New Jersey. All funds and account groups of the Borough are included in this report. The Borough of Mendham constitutes the Borough's reporting entity.

Mendham Borough is in scenic southern Morris County, adjacent to Bernardsville and Mendham Township. Morristown is 7 miles east and New York City is 40 miles east. State Route 24 and several county roads service the community. Interstate 287 is three miles southeast, Interstate 78 is nine miles south, and Interstate 80 is eight miles north.

The 2015 population is an estimated 4,981 in an area of six square miles. Of 1,500 housing units, 300 are townhouse units predominantly single family, owner-occupied residences, rental property is a very small portion of Borough housing which includes 40 senior citizen rental units. The range of assessed value of homes is \$274,100 to \$6,430,800 with a median value of \$575,300. In accordance with the Master Plan, current zoning consists of 1/4, 1/2, 1, 3 and 5 acre residential zones, business, limited business, and historic

business districts. The water supply is available to the entire community from a private company, and 80% of the population in the denser zoned areas are sewered.

Other community services include six churches, a public library, a municipal ice skating area, athletic fields, tennis courts, picnic area, outdoor basketball courts, a senior citizen center, fire department, first aid squad, police force, a medical building, and a professional plaza. Most of the daily consumer goods and services are available in a shopping center which grosses an estimated \$20,000,000 annually, with other shops being located in the center of town. The municipality is served by the Peapack-Gladstone Bank, Provident Bank, Wells Fargo Bank, and Lakeland Bank.

While some residents work in local businesses, the Borough of Mendham is primarily a commuter community served by railroad from Morristown and Bernardsville, and express buses into Manhattan on a daily basis. While many large companies are located in this general area, Mendham remains a bedroom community. Many residents are professionals employed nearby at Atlantic Health Systems, Alcatel Lucent, Honeywell, Novartis, Verizon and AT&T.

LOCAL SCHOOL DISTRICT: About 597 students are enrolled at the two elementary schools (K-4 and Grades 5-8). The Mendham Borough School District is committed to education of the highest quality and the continuous improvement of programs and instruction. This is accomplished through individual and group instruction, guidance services, programs for the gifted and talented, and through utilization of up-to-date educational technology in classrooms and computer labs. Also included in the curriculum are related arts (K-8) and a well-rounded co-curricular program. In addition, specialized services are provided to students in need. A positive working and learning environment is fostered by securing the cooperation of parents and community groups. Teachers of the highest quality are recruited and opportunities are provided for teaching staff members, students, and parents to make recommendations concerning the operation of the schools. Borough students continue to score above the state and national averages on the California Test of Basic Skills.

REGIONAL HIGH SCHOOL DISTRICT: Students in Grades 9-12 attend the West Morris Mendham High School, which is part of the West Morris Regional High School District. The West Morris Regional High School District continues to rank high on state and national tests, with students scoring well above the state and nation in S.A.T. scores. Over 88% of its students continue their formal education at two- or four-year colleges. Each of its two high schools has been accredited by the New Jersey State Department of Education, the Gilder Lehrman Institute of American History, and the International Baccalaureate Program. In addition, the District has been recognized by the national firm, School Match, as being in the top nine percent of the nation's schools in meeting parents' needs.

Through the years both District high schools have expanded/upgraded to meet the changing academic and technical needs of growing student populations and NJ State graduation requirements. A major renovation and expansion program completed in 2008 allows the District to continue fulfilling its mission.

UTILITIES: Water is supplied by a private company, New Jersey American Water Company. The water supply is adequate and is supplied by a half-million gallon commitment from the Morris County Municipal Utilities Authority and other sources. Sewer service is a municipal utility and operated on a self-supporting basis. Treatment is supplied by a modern activated sludge treatment plant of .45 million gallons per day permitted capacity, constructed in 1965. Gas is supplied by Public Service Electric & Gas Company under the jurisdiction of the State Board of Public Utilities. Electricity is supplied by Jersey Central Power & Light also under the jurisdiction of the Board of Public Utilities.

ECONOMIC CONDITION AND OUTLOOK: Mendham Borough has a population of about 4,981. It extends 6.7 square miles, and the Township of Mendham forms a horseshoe around it. It is primarily residential, except for the Mendham Village Shopping Center on Main Street and several small specialty stores and antique shops.

MAJOR INITIATIVES: A Preservation Planning Grant application was awarded to the Borough by the County of Morris for the preparation of a Preservation Plan for the Phoenix House.

The Borough's Office of Emergency Management Coordinator established a Community Response Team (CERT) program to educate residents about disaster preparedness and training sessions in basic disaster response skills were held.

The Borough's road resurfacing program continued with the paving of North Linden Lane and Drake Road. A new roof was installed on the Firehouse, and a new hook lift truck was purchased. A new ambulance was purchased and will arrive in early 2016.

The Morris County Board of Chosen Freeholders approved grant funding to aid the Borough in acquiring the Scott Farm property on Mountainside Road. The parcel will remain as open space and available to the public for passive recreation.

The Borough was awarded a "AAA" rating by Standard and Poors which reflects the Borough's strong budgetary performance and consistent balanced operations.

The Borough closed on a \$3,375,000 General and Sewer Refunding Bond issue in October 2015, resulting in a savings of \$166,000 to the municipality.

A new contract with the Mendham Borough PBA was negotiated, effective from January 1, 2015 to December 31, 2019.

INTERNAL ACCOUNTING CONTROLS: Management of the Borough is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Borough are protected from loss, theft, or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with an other comprehensive basis of accounting as required state statute and regulation. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. As a recipient of federal and state assistance, the Borough also is responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. This internal control structure is also subject to periodic evaluation by Borough management and would be tested if a single audit was required.

BUDGETARY CONTROLS: In addition to internal accounting controls, the Borough maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the governing body of the municipality. An annual appropriated budget is adopted for the current fund and the sewer utility operating fund. Project-length budgets are approved for the capital improvements accounted for in the general and sewer utility capital funds. The original and final budget amount as amended for the fiscal year is reflected in the financial section. An encumbrance accounting system is used to record outstanding purchase commitments on a line item basis. Open encumbrances at year-end are considered part of the statutory appropriation reserve balance on the Borough's balance sheet.

ACCOUNTING SYSTEM AND REPORTS: The Borough's accounting records reflect an other comprehensive basis of accounting as required by state statute and regulation. The accounting system of the Borough is organized on the basis of funds and account groups. These funds and account groups are explained in "Notes to the Financial Statements," Note 1.

DEBT ADMINISTRATION: At December 31, 2015, the Borough had bonded debt as a result of a bond sale in 2006 of \$605,000. The 2006 Bond Sale was refunded in 2015 and resulted in the issuance of \$3,375,000 in refunding bonds. The Borough also has temporary debt of \$2,249,546 in the form of bond anticipation notes. The Borough also has \$136,151 a loan from the State Green Acres Loan Program. In addition, the Borough

has unissued capital debt of \$135,601 some of which the Borough plans to be issued as bond anticipation notes or to be funded through annual budget appropriations.

CASH MANAGEMENT: The investment policy of the Borough is guided in large part by state statute as detailed in "Notes to the Financial Statements", Note 2. The Borough has adopted a cash management plan which requires it to deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). GUDPA was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey. The law requires governmental units to deposit public funds only in public depositories located in New Jersey, where the funds are secured in accordance with the Act.

RISK MANAGEMENT: The Borough carries various forms of insurance, including but not limited to general liability, automobile liability and comprehensive/collision, hazard and theft insurance on property and contents, and fidelity bonds. The Borough obtains the bulk of their insurance coverage through their participation in a risk-sharing public entity risk pool, the Morris County Municipal Joint Insurance Fund. This Fund is described in more detail in Note 9 "Risk Management" to the financial statements.

FINANCIAL INFORMATION AT YEAR-END: As demonstrated by the various statements and schedules included in the financial section of this report, the Borough continues to meet its responsibility for sound financial management. The following schedule presents a summary of the current fund and sewer utility operating fund revenue for the year ended December 31, 2015, and the amount and percentage of increases or decreases in relation to prior year revenue.

<u>Revenue</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Increase/ (Decrease) from 2014</u>	<u>Percent of Increase/ (Decrease)</u>
Fund Balance Anticipated	\$ 1,850,525	5.66%	\$ 93,738	5.34%
Sewer Rents	1,596,432	4.89%	(8,158)	-0.51%
Miscellaneous Revenue	818,984	2.51%	(16,363)	-1.96%
Receipts from Delinquent Taxes	159,645	0.49%	(16,733)	-9.49%
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	6,195,828	18.97%	23,104	0.37%
Municipal Budget Totals-Revenue	10,621,414	32.52%	75,588	0.72%
Nonbudget Revenue	409,761	1.25%	(124,041)	-23.24%
Other Credits to Income	761,330	2.33%	119,876	18.69%
Taxes Allocated to Schools, County and Open Space Trust	20,873,530	63.90%	588,245	2.90%
Total	<u>\$ 32,666,035</u>	<u>100.00%</u>	<u>\$ 659,668</u>	

Generally, the revenue of the Borough has remained relatively stable with minor changes reflecting program or project changes to maintain service levels while keeping the cost to provide those services at a consistent rate.

The slight increase in fund balance reflects the Borough's conservative approach in anticipating fund balance and the Borough's attempt to stabilize and improve their fund balance position, while establishing and maintaining reserves and the Borough's strong financial position. The increase in budgeted revenue is primarily attributable to an increase in the Borough's collection of taxes and utilization of fund balance in 2015. The increase in the other credits to income is the result of the Borough's conservative budgeting and

expenditure policies and the unexpended balance of the operating budgets over the prior year. The increase in taxes allocated to schools, county and open space trust reflect increases in the required collections of property taxes, which are remitted to those entities. Non-budget revenue decreased as a result of storm reimbursements received in 2014 at a higher level than 2015.

The following schedule presents a summary of current fund and utility operating funds expenditures for the year ended December 31, 2015 and the percentage of increases or decreases in relation to prior year amounts.

<u>Expenditures</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Increase/ (Decrease) from 2014</u>	<u>Percent of Increase/ (Decrease)</u>
Current:				
General Government	\$ 2,263,847	7.35%	\$ (117,149)	-4.92%
Public Safety	2,057,174	6.68%	8,065	0.39%
Streets and Roads	971,423	3.15%	97,090	11.10%
Health and Welfare	98,277	0.32%	(3,205)	-3.16%
Recreation and Education	91,350	0.30%	(12,621)	-12.14%
Deferred Charges and Statutory Expenditures	678,402	2.20%	(96,852)	-12.49%
Utility Operating	1,256,641	4.08%	4,257	0.34%
Capital	395,000	1.28%	187,000	89.90%
Debt Service:				
Principal	1,096,091	3.56%	150,094	15.87%
Interest	179,692	0.58%	(55,056)	-23.45%
Reserve for Uncollected Taxes	709,685	2.30%		0.00%
Municipal Budget Totals-Expenditures	<u>9,797,582</u>	<u>31.80%</u>	<u>161,623</u>	<u>1.68%</u>
County Taxes	3,507,990	11.39%	19,934	0.57%
Local and Regional School Taxes	17,255,946	56.01%	568,311	3.41%
Municipal Open Space Taxes	109,594	0.36%		0.00%
Other Expenditures	<u>140,000</u>	<u>0.45%</u>	<u>(180,393)</u>	<u>-56.30%</u>
Total	<u>\$30,811,112</u>	<u>100.00%</u>	<u>\$ 569,475</u>	<u>1.88%</u>

The primary reason for the increase in expenditures was the increase in school and county taxes along with the provisions for trust and capital reserves.

OTHER INFORMATION: Independent Audit - State statutes require an annual audit by independent registered municipal accountants. The accounting firm of Nisivoccia LLP, CPAs, RMAs, was selected by the Borough Council. In addition to meeting the requirements set forth in State statutes, the audit also was designed to meet the requirements of the *Government Auditing Standards*, issued by the Comptroller General of the United States, the Single Audit Act of 1996 and the related "Uniform Guidance" and State Treasury Circular Letter 15-08-OMB. The auditors' report on the financial statements and combining and individual fund statements and schedules is included in the financial section of this report.

ACKNOWLEDGMENTS: We would like to express our appreciation to the Mayor and Members of the Borough Council for their concern in providing fiscal accountability to the citizens and taxpayers of the Borough and thereby contributing their full support to the development and maintenance of our financial operation. The preparation of this report could not have been accomplished without the efficient and dedicated services of our staff.

Respectfully submitted,

Richard A. Merkt

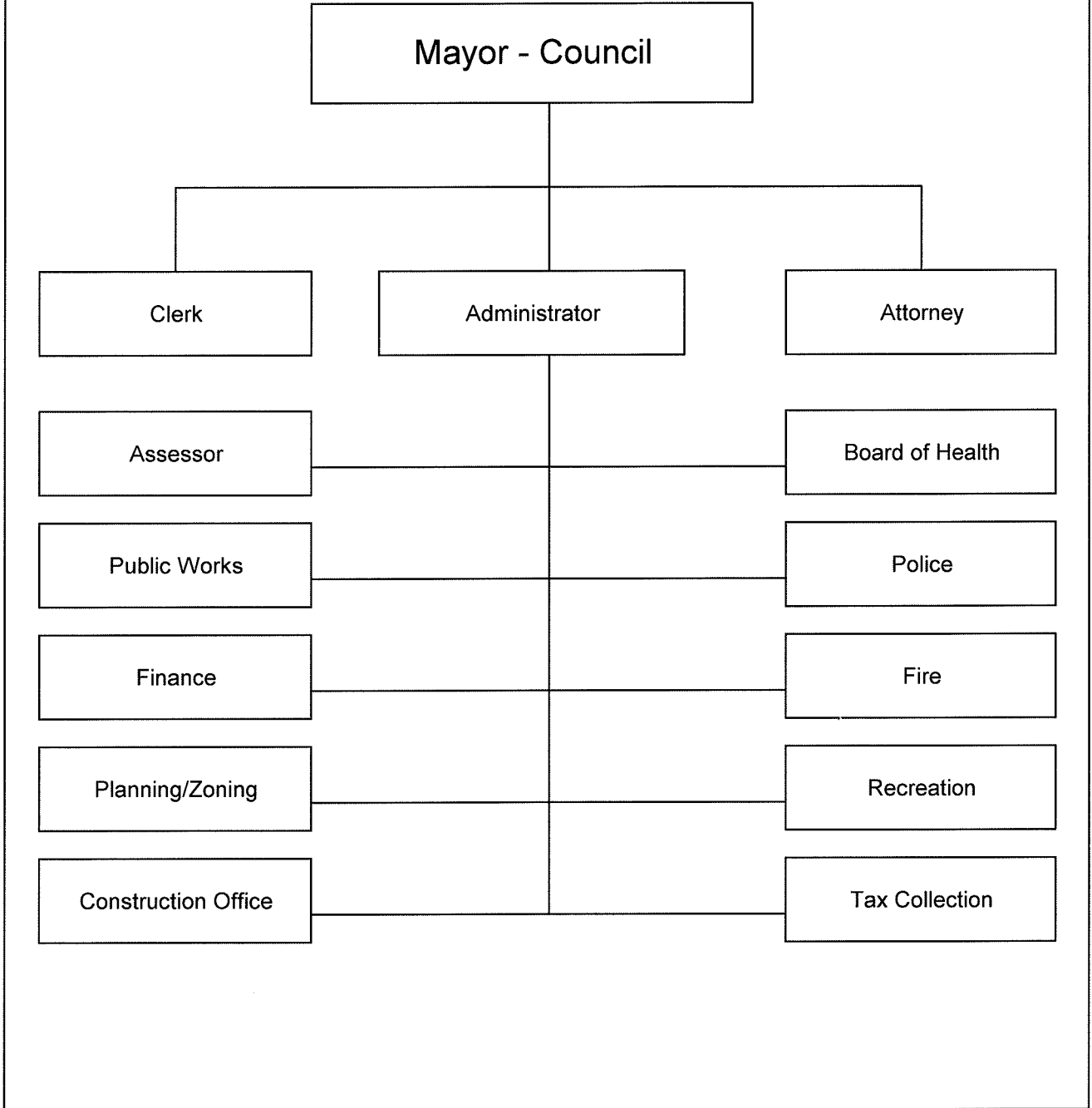
Richard A. Merkt
Borough Administrator

Susan Giordano

Susan Giordano
Chief Financial Officer

BOROUGH OF MENDHAM

ORGANIZATIONAL CHART



BOROUGH OF MENDHAM
ROSTER OF OFFICIALS

Elected Officials

Mayor	Neil J. Henry, Jr.
Councilman	John Andrews
Councilman	John Andrus
Councilman	J. Bradley Badal
Councilwoman	Mary Veronica Daly
Councilman	David C. Sharkey
Councilman	Stanley Witzcak, III

Appointed Officials

Administrator	Richard A. Merkt
Clerk	Margot Kaye
Tax Collector/Tax Search Officer/ Deputy Public Utilities Clerk	Karen Ferrone
Treasurer/Chief Financial Officer	Susan Giordano
Public Utilities Clerk/Deputy Tax Collector	Karen Orgera
Tax Assessor	Scott J. Holzhauer
Magistrate	C. William Bowkley, Jr.
Court Administrator/Violations Clerk	Sharon Alpaugh
Building Inspector/Construction Code Official	Russell Heiney

**BOROUGH OF MENDHAM
Consultants and Advisors**

AUDIT FIRM
Nisivoccia LLP, CPA's
Mount Arlington Corporate Center
200 Valley Road, Suite 300
Mount Arlington, New Jersey 07856

ATTORNEY
Dorsey & Semrau LLC
714 Main Street
Boonton, New Jersey 07005

BOND COUNSEL
Hawkins, Delafield & Wood, LLP
One Gateway Center
Newark, NJ 07102

OFFICIAL DEPOSITORIES
Peapack-Gladstone Bank
Wells Fargo Bank
Bank of America
TD Bank
Provident Bank

FINANCIAL SECTION



Mount Arlington Corporate Center
 200 Valley Road, Suite 300
 Mt. Arlington, NJ 07856
 973-328-1825 | 973-328-0507 Fax

Lawrence Business Park
 11 Lawrence Road
 Newton, NJ 07860
 973-383-6699 | 973-383-6555 Fax

Independent Auditors' Report

The Honorable Mayor and Members
 of the Borough Council
 Borough of Mendham
 Mendham, New Jersey

Report on the Financial Statements

We have audited the financial statements – *regulatory basis* - of the various funds of the Borough of Mendham, in the County of Morris (the "Borough") as of and for the year ended December 31, 2015 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. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 Mendham
Page 2

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

As described in Note 1, these financial statements have been 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 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, 2015, or the changes in financial position or where applicable, cash flows thereof for the year then ended.

Basis for Qualified Opinion

The Borough's general fixed assets account group is stated at historical cost or estimated historical cost in the accompanying financial statements. We were unable to obtain sufficient evidence to support the cost of the fixed assets of the general fixed assets account group. As more fully described in Note 1, due to the length of time over which these fixed assets were acquired, it is not practical to determine their actual costs. Therefore, based upon the underlying accounting records, we have not audited the general fixed assets account group.

Qualified Opinion on Regulatory Basis of Accounting

In our opinion, except for the effects on the December 31, 2015 financial statements of the matter described in the *Basis for Qualified Opinion* paragraph, 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 of Mendham at December 31, 2015, and the results of operations and changes in fund balance, where applicable, of such funds, thereof for the year 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.

Emphasis of Matter

As discussed in Note 5 to the financial statements, the Borough implemented Governmental Accounting Standards Board ("GASB") Statement No. 68, *Accounting and Financial Reporting for Pensions – An Amendment to GASB Statement No. 27*, and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68* during the year ended December 31, 2015. Our opinions are not modified with respect to this matter.

The Honorable Mayor and Members
of the Borough Council
Borough of Mendham
Page 3

Other Matters

Other 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 are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying 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 combining and individual fund and account group statements and 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 financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund and account group statements and 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 introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 19, 2016 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 to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough's internal control over financial reporting and compliance.

Mount Arlington, New Jersey
February 19, 2016


NISIVOCCIA LLP


Francis J. Jones

Certified Public Accountant
Registered Municipal Accountant No. 442

GENERAL PURPOSE FINANCIAL STATEMENTS

The general purpose financial statements provide a financial overview of the Borough's operations. These financial statements present the financial position and operating results of all funds and account groups.

BOROUGH OF MENDHAM
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS-REGULATORY BASIS
DECEMBER 31, 2015
(With Comparative Totals for 2014)

ASSETS AND OTHER DEBITS:	Current	General Capital	Trust	Utility Funds		Account Group	Totals	
				Operating	Capital	Fixed Assets (Unaudited)	(Memorandum Only)	
							2015	2014
Assets:								
Cash and Cash Equivalents	\$ 4,916,282	\$ 584,317	\$ 1,882,274	\$ 920,584	\$ 1,217,218		\$ 9,520,675	\$ 9,871,978
Receivables and Other Assets:								
Property Taxes Receivable	211,430						211,430	162,390
Consumer Accounts Receivable				118,783			118,783	125,674
Federal and State Receivables	21,073						21,073	21,323
Interfund Receivables	87		179,462	5,082			184,631	37,693
Other Receivables	15,182						15,182	8,857
Property Acquired for Taxes at Assessed Valuation	2,900						2,900	2,900
Fixed Assets in General Fixed Assets Account Group (Unaudited)						\$ 8,095,999	8,095,999	8,095,999
Total Assets	5,166,954	584,317	2,061,736	1,044,449	1,217,218	8,095,999	18,170,673	18,326,814
Other Debits:								
Deferred Charges:								
Deferred Charges to Future Taxation Fixed Capital		4,037,298					4,037,298	4,667,567
						14,895,635	14,895,635	14,895,635
Total Other Debits		4,037,298				14,895,635	18,932,933	19,563,202
Total Assets and Other Debits	\$ 5,166,954	\$ 4,621,615	\$ 2,061,736	\$ 1,044,449	\$ 16,112,853	\$ 8,095,999	\$ 37,103,606	\$ 37,890,016
LIABILITIES, RESERVES AND FUND BALANCE:								
Appropriation Reserves	\$ 686,478			\$ 223,152			\$ 909,630	\$ 1,064,138
Improvement Authorizations		\$ 467,673			\$ 733,017		1,200,690	1,328,508
Payroll Deductions And Withholdings			\$ 157,919				157,919	97,992
Accounts Payable - Vendors	142,438			27,297			169,735	179,671
Interfund Payables	179,462	87			5,082		184,631	37,693
Reserves for Amortization					12,431,635		12,431,635	11,911,885
Various Liabilities and Reserves	1,548,885	234,992	1,903,817	18,769	294,753	\$ 8,095,999	12,097,215	12,236,047
Serial Bonds, Bond Anticipation Notes and Loans Payable		3,901,697			2,464,000		6,365,697	7,515,716
Reserve for Receivables and Other Assets	229,599			118,783			348,382	299,948
Fund Balance	2,380,092	17,166		656,448	184,366		3,238,072	3,218,418
Total Liabilities, Reserves and Fund Balances	\$ 5,166,954	\$ 4,621,615	\$ 2,061,736	\$ 1,044,449	\$ 16,112,853	\$ 8,095,999	\$ 37,103,606	\$ 37,890,016

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

BOROUGH OF MENDHAM
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
CURRENT AND UTILITY OPERATING FUNDS-REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2015

	Current Fund			Utility Operating Funds		
	Final Budget	Actual	Variance	Final Budget	Actual	Variance
REVENUES:						
Fund Balance Anticipated	\$ 1,423,918	\$ 1,423,918		\$ 426,607	\$ 426,607	
Sewer Rents				1,481,000	1,596,432	\$ 115,432
Miscellaneous Revenue	758,963	799,084	\$ 40,121	18,000	19,900	1,900
Receipts from Delinquent Taxes	105,000	159,645	54,645			
Amount to be Raised by Taxes for Support of Municipal Budget:						
Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	<u>5,701,233</u>	<u>6,195,828</u>	<u>494,595</u>			
Municipal Budget Totals - Revenue	7,989,114	8,578,475	589,361	1,925,607	2,042,939	117,332
Non-budget Revenues		409,761	409,761			
Other Credits to Income		511,043	511,043		250,287	250,287
Taxes Allocated to Schools, County and Open Space	<u>20,873,530</u>	<u>20,873,530</u>				
TOTAL REVENUES	<u>28,862,644</u>	<u>30,372,809</u>	<u>1,510,165</u>	<u>1,925,607</u>	<u>2,293,226</u>	<u>367,619</u>
EXPENDITURES:						
Current:						
General Government	2,363,847	2,263,847	100,000			
Public Safety	2,057,174	2,057,174				
Streets and Roads	971,423	971,423				
Health and Welfare	98,277	98,277				
Recreation and Education	91,350	91,350				
Deferred Charges and Statutory Expenditures	624,886	624,886		53,516	53,516	
Utility Operating				1,256,641	1,256,641	
Capital	320,000	320,000		75,000	75,000	
Debt Service:						
Principal	636,341	636,341		459,750	459,750	
Interest	116,131	116,130	1	80,700	63,562	17,138
Reserve for Uncollected Taxes	<u>709,685</u>	<u>709,685</u>				
Municipal Budget Totals - Expenditures	7,989,114	7,889,113	100,001	1,925,607	1,908,469	17,138
County Taxes	3,507,990	3,507,990				
Local and Regional School Taxes	17,255,946	17,255,946				
Municipal Open Space Taxes	109,594	109,594				
Other Expenditures		140,000	(140,000)			
TOTAL EXPENDITURES	<u>\$ 28,862,644</u>	<u>28,902,643</u>	<u>(39,999)</u>	<u>\$ 1,925,607</u>	<u>1,908,469</u>	<u>17,138</u>
Excess/(Deficit) of Revenues over Expenditures		1,470,166	<u>\$ 1,470,166</u>		384,757	<u>\$ 384,757</u>
Fund Balances January 1, 2015		2,333,844			698,298	
Less: Utilized as Anticipated Revenue		<u>1,423,918</u>			<u>426,607</u>	
Fund Balances December 31, 2015		<u>\$ 2,380,092</u>			<u>\$ 656,448</u>	

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

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015

Note 1: Summary of Significant Accounting Policies

A. Reporting Entity

Except as noted below, the financial statements of the Borough of Mendham include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Borough of Mendham, as required by N.J.S. 40A:5-5. Accordingly, the financial statements of the Borough of Mendham do not include the operations of the volunteer fire company and rescue 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. The basic criterion for inclusion or exclusion from the financial reporting entity is the exercise of oversight responsibility over agencies, boards and commissions by the primary government. The exercise of oversight responsibility includes financial interdependency and a resulting financial benefit or burden relationship, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters. In addition, certain legally separate, tax-exempt entities that meet specific criteria (i.e., benefit of economic resources, access/entitlement to resources, and significance) should be included in the financial reporting entities. As the financial reporting entity was established in accordance with New Jersey statutes, the requirements of the GASB 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 of Mendham 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 principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Borough of Mendham 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 which are not accounted for in another fund.

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.

Utility Operating Fund - Account for the operations of the municipally owned Sewer Utility.

Utility Capital Fund - Account for the acquisition of capital facilities of the Sewer Utility.

General Fixed Assets Account Group (Unaudited) - These accounts were established with estimated values of land, buildings and certain fixed assets of the Borough as discussed under the caption "Basis of Accounting".

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

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

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. Federal and state grants are generally recognized on the cash basis except for certain assistance which is not realized until anticipated in the Borough's budget. 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 generally 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.

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

Had the Borough's financial statements been prepared under generally accepted accounting principles, 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 received, and inventories would not be reflected as expenditures at the time of purchase, and the Borough's net pension liability and related deferred inflows and outflows would be recorded.

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

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

D. Deferred Charges to Future Taxation – The General Capital Fund balance sheet includes both funded and unfunded deferred charges. Funded means that bonds or loans 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 selling bonds.

E. Other significant accounting policies include:

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, if any, are stated at cost or amortized cost, which approximates market.

Grants Receivable – Grants receivable represent total grant awards less amounts collected to date. Because the amount of grants 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.

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 are recorded as expenditures at the time individual items are purchased. The cost of inventories are not included on the various balance sheets.

Fixed Assets - Property and equipment purchased by the Current and General Capital Funds are recorded as expenditures at the time of purchase and are not capitalized. Property and equipment purchased by the Sewer Utility Fund is recorded in the Sewer Utility Capital Fund at cost.

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
 (Continued)

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

General Fixed Assets Account Group (Unaudited)

General fixed assets are recorded at cost except for land and buildings which are recorded at estimated historical cost. Infrastructure assets are not included in general fixed assets, as per state directive. Major renewals and betterments are charged to the asset accounts; 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. Fixed assets may also be recorded in the Current Fund and Capital 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 of recognition of assets, and the recognition of infrastructures. Fixed assets are reviewed for impairment.

- F. Budget/Budgetary Control – Annual appropriated budgets are usually prepared in the first quarter for Current, operating utility, and Open Space Trust 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: Cash and Cash Equivalents and Investments

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

Investments are stated at cost, which approximates market. 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 Statement No. 40 Governmental Accounting Standards Board Deposit and Investment Risk Disclosures 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 risk is the risk that in the event of 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 permitted under state statutes as detailed below.

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
 (Continued)

Note 2: Cash and Cash Equivalents and Investments (Cont'd)

Deposits

New Jersey statutes permit the deposit of public funds in institutions located in New Jersey, which are insured by the Federal Deposit Insurance Corporation (FDIC), or by any other agencies of the United States that insure deposits or 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 public funds; and in addition

If the public funds deposited exceed 75% of the capital funds of the depository, the depository must provide collateral having a market value 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, approved by the Division of Investment of the Department of the Treasury for investment by local units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund; or
- (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to (1) and (3) above;

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 2: Cash and Cash Equivalents and Investments (Cont'd)

Investments (Cont'd)

- (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 statute;
- (e) a master repurchase agreement providing for the custody and security of collateral is executed.

As of December 31, 2015, cash and cash equivalents of the Borough of Mendham consisted of the following:

<u>Fund</u>	<u>Cash on Hand</u>	<u>Money Market</u>	<u>Checking Accounts</u>	<u>Total</u>
Current	\$ 230	\$ 4,415,479	\$ 500,573	\$4,916,282
General Capital		429,308	155,009	584,317
Trust and Agency		769,192	1,113,082	1,882,274
Utility Operating	100	730,650	189,834	920,584
Utility Capital		946,011	271,207	1,217,218
	<u>\$ 330</u>	<u>\$ 7,290,640</u>	<u>\$ 2,229,705</u>	<u>\$9,520,675</u>

The carrying amount of the Borough's cash and cash equivalents at year end was \$9,520,675 and the bank balance was \$10,940,967. The Borough did not hold any other investments during the year.

Note 3: Interfunds

The following interfund receivable and payable balances appear on the combined balance sheet as of December 31, 2015:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
Current Fund	\$ 87	\$ 179,462
General Capital Fund		87
Other Trust Funds	179,462	
Sewer Utility Operating Fund	5,082	
Sewer Utility Capital Fund		5,082
	<u>\$ 184,631</u>	<u>\$ 184,631</u>

The primary interfund activity for 2015 was an increase in the Other Trust Fund Reserve for Accumulated Compensated Absences in the amount of \$140,000 transferred from the Current Fund.

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 4: Long-Term Debt

The Local Bond Law governs the issuance of bonds 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 have been pledged to the payment of general obligation debt principal and interest.

Summary of Municipal Debt

	December 31,		
	2015	2014	2013
<u>Issued</u>			
General:			
Bonds, Loans and Notes	\$ 3,901,697	\$ 4,531,966	\$ 4,877,451
Sewer Utility:			
Bonds, Loans and Notes	2,464,000	2,983,750	3,433,500
Total Issued	<u>6,365,697</u>	<u>7,515,716</u>	<u>8,310,951</u>
<u>Authorized but not Issued:</u>			
General:			
Bonds and Notes	135,601	135,601	344,875
Total authorized but not Issued	<u>135,601</u>	<u>135,601</u>	<u>344,875</u>
Less:			
Reserve to Pay Debt Service	<u>39,900</u>	<u>47,981</u>	<u>57,981</u>
Net Bonds, Notes and Loans Issued and Authorized but not Issued	<u>\$ 6,461,398</u>	<u>\$ 7,603,336</u>	<u>\$ 8,597,845</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 .29%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local and Regional School District Debt	\$ 8,732,101	\$ 8,732,101	
Sewer Utility Debt	2,464,000	2,464,000	
General Debt	4,037,298	39,900	\$ 3,997,398
	<u>\$ 15,233,399</u>	<u>\$ 11,236,001</u>	<u>\$ 3,997,398</u>

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 4: Long-Term Debt (Cont'd)

Net Debt \$3,997,398 divided by Equalized Valuation Basis per N.J.S. 40A:2-2 as amended, \$1,373,767,774 = .29%.

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

3-1/2% Average Equalized Valuation of Real Property	\$ 48,081,872
Net Debt	3,997,398
Remaining Borrowing Power	<u>\$ 44,084,474</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	\$ 2,042,939
Deductions:	
Operating, Maintenance and Debt Service Costs	1,833,469
Excess in Revenue	<u>\$ 209,470</u>

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

Green Acres Loan Payable

The Borough has entered into a loan agreement with the State of New Jersey for its Green Acres Loan Program. The Borough has "drawn-down" all of its Green Acres funds at this time.

Schedule of Changes in Debt Issued

	<u>Balance</u> <u>12/31/2014</u>	<u>Additions</u>	<u>Defeased/ Retirements</u>	<u>Balance</u> <u>12/31/2015</u>
General Capital Fund:				
Serial Bonds	\$ 2,717,000	\$ 2,025,000	\$ 2,362,000	\$ 2,380,000
Bond Anticipation Notes	1,655,622	1,385,546	1,655,622	1,385,546
Green Acres Loan	159,344		23,193	136,151
Sewer Utility Capital Fund:				
Serial Bonds	1,895,000	1,350,000	1,645,000	1,600,000
Bond Anticipation Notes	1,088,750	864,000	1,088,750	864,000
Total	<u>\$ 7,515,716</u>	<u>\$ 5,624,546</u>	<u>\$ 6,774,565</u>	<u>\$ 6,365,697</u>

Schedule of General Capital Bond Anticipation Notes

<u>Improvement Description</u>	<u>Date of</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2015</u>
	<u>Original Note</u>	<u>Maturity</u>		
Acquisition of Land	7/18/2008	7/8/2016	1.75%	\$ 120,876
Various Improvements	7/12/2013	7/8/2016	1.75%	1,187,436
Various Improvements	7/11/2014	7/8/2016	1.75%	77,234
				<u>\$ 1,385,546</u>

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 4: Long-Term Debt (Cont'd)

Schedule of Sewer Capital Bond Anticipation Notes

<u>Improvement Description</u>	<u>Date of</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2015</u>
	<u>Original Note</u>	<u>Maturity</u>		
Sanitary Sewer System	7/18/2008	7/8/2016	1.75%	\$ 85,000
Sanitary Sewer System	7/16/2009	7/8/2016	1.75%	779,000
				<u>\$ 864,000</u>

General Capital - Serial Bonds Payable

<u>Improvement Description</u>	<u>Maturities at December 31, 2015</u>				<u>Balance Dec. 31, 2014</u>	<u>Issued</u>	<u>Matured/Defeased</u>	<u>Balance Dec. 31, 2015</u>
	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount</u>	<u>Interest Rate</u>				
General Bonds of 2006	8/15/06	08/01/16	\$ 355,000	4.0%	\$ 2,717,000		\$2,362,000	\$ 355,000
Bond Refunding of 2015	10/29/2015	08/15/16	12,000	3.0%				
		08/15/17	378,000	3.0%				
		08/15/18	387,000	3.0%				
		08/15/19	402,000	2.5%				
		08/15/20	414,000	4.0%				
		08/15/21	432,000	4.0%		\$2,025,000		2,025,000
					<u>\$ 2,717,000</u>	<u>\$2,025,000</u>	<u>\$2,362,000</u>	<u>\$ 2,380,000</u>

Sewer Utility Capital - Serial Bonds Payable

<u>Improvement Description</u>	<u>Maturities at December 31, 2015</u>				<u>Balance Dec. 31, 2014</u>	<u>Issued</u>	<u>Matured/Defeased</u>	<u>Balance Dec. 31, 2015</u>
	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount</u>	<u>Interest Rate</u>				
Sewer Bonds of 2006	8/15/06	08/01/16	\$ 250,000	4.0%	\$ 1,895,000		\$1,645,000	\$ 250,000
Sewer Bond Refunding of 2015	10/29/2015	08/15/16	8,000	3.0%				
		08/15/17	252,000	3.0%				
		08/15/18	258,000	3.0%				
		08/15/19	268,000	2.5%				
		08/15/20	276,000	4.0%				
		08/15/21	288,000	4.0%		\$1,350,000		1,350,000
					<u>\$ 1,895,000</u>	<u>\$1,350,000</u>	<u>\$1,645,000</u>	<u>\$ 1,600,000</u>

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 4: Long-Term Debt (Cont'd)

	Date of Final Maturity	Interest Rate	Balance Dec. 31, 2015
Green Acres Loan	2/18/2021	2.00%	<u>\$ 136,151</u>

Schedule of Annual Debt Service for Principal and Interest for the Next Five Years and Five Year Increments for Bonded Debt Issued and Outstanding

General Capital:

<u>Calendar Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 367,000	\$ 148,514	\$ 515,514
2017	378,000	66,900	444,900
2018	387,000	55,560	442,560
2019	402,000	43,950	445,950
2020	414,000	33,840	447,840
2021	432,000	17,280	449,280
	<u>\$ 2,380,000</u>	<u>\$ 366,044</u>	<u>\$ 2,746,044</u>

Sewer Utility Capital:

<u>Calendar Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 258,000	\$ 102,023	\$ 360,023
2017	252,000	44,600	296,600
2018	258,000	37,040	295,040
2019	268,000	29,300	297,300
2020	276,000	22,560	298,560
2021	288,000	11,520	299,520
	<u>\$ 1,600,000</u>	<u>\$ 247,043</u>	<u>\$ 1,847,043</u>

Net Pension Liability

The State of New Jersey Public Employees' Retirement System's (PERS) net pension liability was calculated to be \$8,391,243 at December 31, 2014. The State of New Jersey Police and Firemen's Retirement System's (PFRS) net pension liability was calculated to be \$12,307,221 at December 31, 2014. See Note 5 for further information on the PERS and PFRS.

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans

Substantially all of the Borough's employees participate in one of two contributory, defined benefit public employee retirement systems, Police and Firemen's Retirement System (PFRS) or the Public Employee's Retirement System (PERS) of New Jersey; 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, Department of the Treasury, Treasury of Pensions and Benefits (the "Treasury"). For additional information about the PERS, please refer to the Treasury's Comprehensive Annual Financial Report (CAFR) which can be found at www.state.nj.us/treasury/pensions/annrpts.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, except for medical benefits, which vest after 25 years of service or under the disability provisions of PERS. The following represents the membership tiers for PERS:

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

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to Tiers 1 and 2 members upon reaching age 60 and to Tier 3 members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to Tier 4 members upon reaching age 62 and 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 before age 62 with 25 or more years of service credit 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 members 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 50 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.

Contributions

The contribution policy for PERS is set by N.J.S.A. 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

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans (Cont'd)

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

Contributions (Cont'd)

accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the State's fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. Borough contributions to PERS amounted to \$161,272 for 2015.

The employee contribution rate was 7.06% effective July 1, 2015. Increases after October 1, 2011 are being phased in over 7 years effective on each July 1st to bring the total pension contribution rate to 7.5% of base salary as of July 1, 2018.

Pension Liabilities and Pension Expense

At December 31, 2015, the Borough reported a liability of \$3,662,671 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2013 which was rolled forward to June 30, 2014. 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, 2014, the Borough's proportion was 0.020%, which was a decrease of 0.001 % from its proportion measured as of June 30, 2013. The Borough has rolled forward the liability to December 31, 2014 with no adjustments.

For the year ended December 31, 2015, the Borough recognized pension expense of \$161,272.

Actuarial Assumptions

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

Inflation Rate	3.01%
Salary Increases:	
2012-2021	2.15 – 4.40% based on age
Thereafter	3.15 – 5.40% based on age
Investment Rate of Return	7.90%

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans (Cont'd)

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

Actuarial Assumptions (Cont'd)

Mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (setback 1 year for females) with adjustments for mortality improvements from the base year of 2012 based on Projection Scale AA.

The actuarial assumptions used in the July 1, 2013 valuation were based on the results of an actuarial experience study for the period July 1, 2008 to June 30, 2011.

Long Term Expected Rate of Return

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

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	6.00%	0.80%
Core Bonds	1.00%	2.49%
Intermediate-Term Bonds	11.20%	2.26%
Mortgages	2.50%	2.17%
High Yield Bonds	5.50%	4.82%
Inflation-Indexed Bonds	2.50%	3.51%
Broad U.S. Equities	25.90%	8.22%
Developed Foreign Equities	12.70%	8.12%
Emerging Market Equities	6.50%	9.91%
Private Equity	8.25%	13.02%
Hedge Funds/Absolute Return	12.25%	4.92%
Real Estate (Property)	3.20%	5.80%
Commodities	2.50%	5.35%

Discount Rate

The discount rate used to measure the total pension liability was 5.39% as of June 30, 2014. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.9% and a municipal bond rate of 4.29% as of June 30, 2014 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

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans (Cont'd)

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

Discount Rate (Cont'd)

the current member contribution rates and that contributions from employers will be made based upon the average of the last five years of contributions made in relation to the last five years of recommended contributions. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2033. Therefore, the long-term expected rate of return on pension plan investments was applied to projected benefit payments through 2033, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the 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, 2014 calculated using the discount rate as disclosed below, 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:

	Year Ended December 31, 2015		
	1% Decrease (4.39%)	Current Discount Rate (5.39%)	1% Increase (6.39%)
Borough 's proportionate share of the Net Pension Liability	\$ 4,607,764	\$ 3,662,671	\$ 2,869,032

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, 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/annrpts.shtml.

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans (Cont'd)

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

Plan Description (Cont'd)

Benefits Provided

The vesting and benefit provisions are set by N.J.S.A. 43:16A. The PFRS provides retirement, death and disability benefits. All benefits vest after ten years of service, except for disability benefits, which vest after 4 years of service. The following represents the membership tiers for PFRS:

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

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 those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual amounts over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of 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 non-employer contributing entity. The June 30, 2014 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 fiscal year ending June 30, 2014 State special funding situation pension expense is the actuarially determined contribution amount that the State owes for the fiscal year ending June 30, 2014. The pension expense is deemed to be a State administrative expense due to the special funding situation. Since the local participating employers do not contribute under this legislation

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans (Cont'd)

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

Actuarial Assumptions (Cont'd)

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 non-employer contributing entities' total proportionate share of the collective net pension liability that is associated with the local participating employer.

Pension Liabilities and Pension Expense

At December 31, 2015, the Borough's liability for its proportionate share of the net pension liability was \$4,501,937. The net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2013 which was rolled forward to June 30, 2014. 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, 2014, the Borough's proportion was 0.035%, which was a decrease of 0.003% from its proportion measured as of June 30, 2013. The Borough has rolled forward the net pension liability to December 31, 2014 with no adjustments.

Additionally, the State's proportionate share of the net pension liability attribute to the Borough is \$484,783 as of December 31, 2014. The net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2013 which was rolled forward to June 30, 2014. 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, 2014, the State's proportion was 0.035%, which was a decrease of 0.003% from its proportion measured as of June 30, 2013 which is the same proportion as the Borough's.

Borough's Proportionate Share of the Net Pension Liability	\$ 4,501,937
State's Proportionate Share of the Net Pension Liability Associated with the Borough	<u>484,783</u>
Total Net Pension Liability	<u><u>\$ 4,986,720</u></u>

For the year ended December 31, 2015, the Borough recognized pension expense of \$274,885.

Actuarial Assumptions

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

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans (Cont'd)

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

Actuarial Assumptions (Cont'd)

valuation as of July 1, 2013. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement.

Inflation Rate	3.01%
Salary Increases:	
2012-2021	3.95% - 8.62% based on age
Thereafter	4.95% - 9.62% based on age
Investment Rate of Return	7.90%

Mortality rates were based on the RP-2000 Combined Healthy Males and Females Mortality Tables for Males with adjustments for mortality improvements from the base year of 2011 based on Projection Scale AA.

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

Long Term Expected Rate of Return

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

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	6.00%	0.80%
Core Bonds	1.00%	2.49%
Intermediate-Term Bonds	11.20%	2.26%
Mortgages	2.50%	2.17%
High Yield Bonds	5.50%	4.82%
Inflation-Indexed Bonds	2.50%	3.51%
Broad U.S. Equities	25.90%	8.22%
Developed Foreign Equities	12.70%	8.12%
Emerging Market Equities	6.50%	9.91%
Private Equity	8.25%	13.02%
Hedge Funds/Absolute Return	12.25%	4.92%
Real Estate (Property)	3.20%	5.80%
Commodities	2.50%	5.35%

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans (Cont'd)

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

Discount Rate – PFRS

The discount rate used to measure the total pension liability was 6.32% as of June 30, 2014. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.9% and a municipal bond rate of 4.29% as of June 30, 2014 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 based on the average of the last five years of contributions made in relation to the last five years of actuarially determined contributions. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2045. Therefore, the long-term expected rate of return on pension plan investments was applied to projected benefit payments through 2045, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the 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 December 31, 2014 calculated using the discount rate as 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:

	1%	Current	1%
	Decrease	Discount Rate	Increase
	(5.32%)	(6.32%)	(7.32%)
Borough's proportionate share of the NPL and the State's proportionate share of the Net Pension Liability associated with the Borough	\$ 6,720,246	\$ 4,986,720	\$ 3,554,003

Pension Plan Fiduciary Net Position - PFRS

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

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2015
(Continued)

Note 5: Pension Plans (Cont'd)

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 TPAF, 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 Treasury 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 had no employees covered during 2015 and did not recognize pension expense for 2015. There were also no employee contributions to DCRP for 2015.

Note 6: Other Post-Employment Benefits

In addition to the pension benefits described in Note 5, the Borough provides other post-employment benefits to certain employees after retirement, substantially similar in nature to the health benefits provided to employees presently working

The Borough contributes to the State Health Benefits Program (SHBP), a cost-sharing, multiple-employer defined benefit post-employment healthcare plan administered by the State of New Jersey Division of Pensions and Benefits. SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq. to provide health benefits to State employees, retirees, and their dependents.

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP.

In accordance with the Borough's resolution, Borough employees are entitled to the following benefits:

Municipal and Police Employees:

Married Borough employees retiring at age 62 or older who have accumulated 15 years or more of uninterrupted service, or under age 62 with 25 years or more, are entitled to fifty percent of the premium for hospital and surgical health insurance family coverage to be paid by the Borough. Single employees retiring at age 62 or older who have accumulated 15 years or more of uninterrupted service, or under age 62 with 25 years or more, are entitled to one hundred percent of the premium for hospital and surgical insurance individual coverage to be paid by the Borough. All years of qualifying service must be with the Borough of Mendham.

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 6: Other Post-Employment Benefits (cont'd)

Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents.

The State Health Benefits Commission is the executive body established by statute to be responsible for the operation of the SHBP. The State of New Jersey Division of Pensions and Benefits issues a publicly available financial report that includes financial statements and required supplementary information for the SHBP. That report may be obtained by writing to:

State of New Jersey Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295.

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

In the event an employee qualifying under these conditions is eligible for Medicare coverage with supplemental coverage, the total cost of which amounts to less than fifty percent of the cost of the premium for hospital and surgical health insurance family coverage, or less than the cost of the premiums for hospital and surgical insurance individual coverage presently supplied by the Borough to its employees, such employee will be required to enroll in the Medicare supplemental coverage program, the cost of which will be reimbursable by the Borough.

The Borough's portion of post-retirement benefits is funded on a pay-as-you-go basis from the Current Fund operating budget. During 2015 the Borough had nine retirees who met the eligibility requirements and recognized expenditures in the amount of \$71,606.

Note 7: Accrued Sick and Vacation Benefits

The Borough of Mendham does not permit its employees to accrue unused vacation and sick pay. However, the Borough does permit certain employees to accrue compensatory time off up to 60 hours for a lifetime total. This compensatory time is not eligible to be paid to the employee at separation of employment.

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

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 8: Selected Tax Information (cont'd)

November 1. A ten-day grace period is usually granted before the taxes are considered to be delinquent and the imposition of interest charges is made. 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 current year may be placed in lien at a tax sale held after December 10.

	<u>2015</u>	<u>2014</u>	<u>2013</u>
<u>Tax Rate</u>	\$ 2.070	\$ 2.016	\$ 1.957
<u>Apportionment of Tax Rate</u>			
Municipal	.444	.437	.430
County	.274	.272	.267
Local School	.810	.782	.767
Regional High School	.534	.517	.485
Municipal Open Space	.008	.008	.008
<u>Assessed Valuations</u>			
2015	<u>\$1,283,810,435</u>		
2014		<u>\$1,284,514,035</u>	
2013			<u>\$1,282,175,833</u>

Comparison of Tax Levies and Collections Currently

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

<u>Year</u>	<u>Tax Levy</u>	<u>Currently</u>	
		<u>Cash Collections</u>	<u>Percentage of Collection</u>
2015	\$ 26,604,349	\$ 26,359,672	99.08%
2014	25,946,411	25,748,324	99.23%
2013	25,151,774	24,912,045	99.04%

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.

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
 (Continued)

Note 9: Risk Management

The Borough is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets, errors and omissions; injuries to employees; and natural disasters. The Borough obtains property, general and automotive liability, and workers' compensation coverage through its participation in the joint insurance fund as described below.

The Borough of Mendham is currently a member of the Morris County Municipal Joint Insurance Fund (the "Fund"). The Fund provides its members with Liability, Property, Environmental, Public Officials and Employer Practices, and Workers' Compensation Insurance. The Fund is a risk-sharing public entity risk pool that is both an insured and self-administered group of governmental entities established for the purpose of providing low-cost insurance coverage for their respective members in order to keep local property taxes at a minimum. Each member appoints an official to represent their respective entity for the purpose of creating a governing body from which officers for the Fund are elected.

As a member of the Fund, 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. 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.

Selected, summarized financial information for the Fund at December 31, 2014 is as follows:

Total Assets	\$ 25,201,589
Net Position	\$ 9,180,024
Total Revenue	\$ 16,827,686
Total Expenses	\$ 17,293,243
Change in Net Position	\$ (465,557)
Member Dividends	\$ -0-

Financial statements for the Fund are available at the offices of the Fund's Executive Director:

Morris County Municipal Joint Insurance Fund
 PERMA Risk Management Services
 9 Campus Drive, Suite 16
 Parsippany, NJ 07054
 (201) 881-7632

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 9: Risk Management (Cont'd)

New Jersey Unemployment Compensation Insurance

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

<u>Fiscal Year</u>	<u>Borough Contributions</u>	<u>Employee Contributions</u>	<u>Interest Earned</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2015	\$ 8,000	\$ 4,040	\$ 25	\$ 5,863	\$ 20,705
2014	5,000	3,969	38	19,051	14,503
2013	4,000	4,040	39	9,901	24,547

Note 10: Fund Balances Appropriated

Fund balances at December 31, 2015, which will be appropriated and included as anticipated revenue for the year ending December 31, 2016 are not known as of the date of this report.

Note 11: Fixed Assets (Unaudited)

The following schedule is a summarization of general fixed assets for the year ended December 31, 2015:

	<u>Balance Dec. 31, 2014</u>	<u>Additions</u>	<u>Balance Dec. 31, 2015</u>
Land	\$ 1,767,500		\$ 1,767,500
Buildings and Building Improvements	3,535,152		3,535,152
Machinery and Equipment	2,793,347		2,793,347
	<u>\$ 8,095,999</u>	<u>\$ -0-</u>	<u>\$ 8,095,999</u>

Note 12: Commitments and Contingencies

Claims and Other Legal Proceedings

The Borough is periodically involved in lawsuits arising in the normal course of business, including claims for property damage, personnel litigation, personal injury, disputes over contract awards and property tax assessment appeals. The Borough is involved in property tax assessment appeals which are pending at the Tax Court of New Jersey. The Borough has established a reserve for litigation at December 31, 2015 in the amount of \$380,000. In the

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
 (Continued)

Note 12: Commitments and Contingencies (Cont'd)

Claims and Other Legal Proceedings (Cont'd)

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, 2015.

Amounts received or receivable from grantors, principally the 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.

The Borough has received approval by the New Jersey Department of Environmental Protection for the closure of the Borough's sanitary landfill. The landfill has not received municipal waste for several years. The Borough has set aside \$1,177 in the Other Trust Funds. Ultimate costs of the closure of the landfill will likely exceed the funds held; however no estimate can be made at this time, it is expected that this project will be funded by a capital ordinance when the Borough proceeds with the project.

Note 13: Sale of Water Utility Assets

During 1993, the Borough sold the fixed assets of the Water Utility to New Jersey American Water Company, Inc. (the "Company"). The Company operates the water system as a private water company. The Borough liquidated the assets of the Water Utility and dissolved the Fund in 1998. The assets of the water utility were divided between the current fund and the sewer utility operating fund. The Current Fund has a reserve for escrow deposits-sale of water utility assets of \$176,421 on its balance sheet at December 31, 2015.

Note 14: Other Reserves

Reserves on the balance sheet of the Current Fund at December 31, 2015, consisted of the following:

Litigation	\$ 380,000
Unappropriated Reserves	70,817
Master Plan	24,706
Sale of Municipal Assets	352,757
Revaluation	11,319
Pending Tax Appeals	425,226
Escrow Deposits - Sale of Water Utility Assets	<u>176,421</u>
	<u>\$ 1,441,246</u>

BOROUGH OF MENDHAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015
(Continued)

Note 15: Economic Dependency

The Borough receives a substantial amount of its 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 16: Open Space Trust Fund

The Borough created an Open Space Trust Fund with a maximum tax levy of \$.02 per \$100 of assessed valuation in 1999. The funds collected are used to acquire and maintain open space, historical preservation and farm land property in the Borough. The balance in the Open Space Trust Fund at December 31, 2015 was \$754,577.

**COMBINING AND INDIVIDUAL FUND AND ACCOUNT
GROUP STATEMENTS AND SCHEDULES**

The combining and individual fund and account group statements and schedules present more detailed information for the individual funds in a format that segregates information by fund type.

BOROUGH OF MENDHAM
COUNTY OF MORRIS
2015
CURRENT FUND

The current fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

A

MENDHAM BOROUGH
CURRENT FUND
COMPARATIVE BALANCE SHEET

	December 31,	
	2015	2014
<u>ASSETS</u>		
Cash and Cash Equivalents	\$ 4,916,052	\$ 4,888,394
Change Fund	230	230
	<u>4,916,282</u>	<u>4,888,624</u>
Due from State of New Jersey:		
Veterans and Senior Citizens Deductions	21,073	21,323
	<u>4,937,355</u>	<u>4,909,947</u>
Receivables and Other Assets with Full Reserves:		
Delinquent Property Taxes Receivable	211,430	162,390
Tax Title Liens Receivable	12,358	6,809
Property Acquired for Taxes - Assessed Valuation	2,900	2,900
Revenue Accounts Receivable	2,824	2,048
Interfunds Receivable	87	127
	<u>229,599</u>	<u>174,274</u>
Total Receivables and Other Assets with Full Reserves		
	<u>229,599</u>	<u>174,274</u>
TOTAL ASSETS	<u><u>\$ 5,166,954</u></u>	<u><u>\$ 5,084,221</u></u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Appropriation Reserves:		
Encumbered	\$ 105,782	\$ 109,156
Unencumbered	580,696	637,683
Total Appropriation Reserves	<u>686,478</u>	<u>746,839</u>
Prepaid Taxes	94,697	147,699
Local School Taxes Payable	3,000	
Accounts Payable - Vendors	142,438	152,374
Other Liabilities	9,942	11,043
Interfund Payable	179,462	37,422
Other Reserves	1,441,246	1,480,726
	<u>2,557,263</u>	<u>2,576,103</u>
Reserve for Receivables and Other Assets	229,599	174,274
Fund Balance	2,380,092	2,333,844
	<u>2,380,092</u>	<u>2,333,844</u>
TOTAL LIABILITIES, RESERVES AND FUND BALANCE	<u><u>\$ 5,166,954</u></u>	<u><u>\$ 5,084,221</u></u>

A-1

MENDHAM BOROUGH
CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE

<u>Revenue and Other Income Realized</u>	<u>Year Ended December 31,</u>	
	<u>2015</u>	<u>2014</u>
Fund Balance Utilized	\$ 1,423,918	\$ 1,323,918
Miscellaneous Revenue Anticipated	799,084	807,587
Receipts from:		
Delinquent Taxes	159,645	176,378
Current Taxes	26,359,673	25,748,324
Nonbudget Revenue	409,761	533,802
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	501,124	372,002
Other Credits	9,919	
Total Income	<u>29,663,124</u>	<u>28,962,011</u>
 <u>Expenditures</u>		
Budget Appropriations - Municipal Purposes	7,179,428	7,003,223
County Taxes	3,507,990	3,488,056
Local School District Taxes	10,387,695	10,039,688
Regional School Taxes	6,868,251	6,647,947
Municipal Open Space Tax	109,594	109,594
Other Debits	140,000	320,393
Total Expenditures	<u>28,192,958</u>	<u>27,608,901</u>
 Excess in Revenue	1,470,166	1,353,110
 <u>Fund Balance</u>		
Balance January 1	<u>2,333,844</u>	<u>2,304,652</u>
	3,804,010	3,657,762
Decreased by:		
Utilized as Anticipated Revenue	<u>1,423,918</u>	<u>1,323,918</u>
 Balance December 31	<u>\$ 2,380,092</u>	<u>\$ 2,333,844</u>

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2015

	Budget	Added by NJSA 40A:4-87	Realized	Excess or Deficit *
Fund Balance Anticipated	\$ 1,423,918		\$ 1,423,918	
Miscellaneous Revenue:				
Licenses:				
Alcoholic Beverages	6,300		6,300	
Interest and Costs on Taxes	41,000		52,005	\$ 11,005
Interest on Investments and Deposits	10,000		10,790	790
Energy Receipts Tax	501,147		501,147	
Uniform Construction Code Fees	121,505		149,833	28,328
Public and Private Revenue				
Offset with Appropriations:				
Clean Communities Program	9,000	\$ 2,318	11,318	
Body Armor Fund	1,428		1,426	2 *
Reserve for Sale of Municipal Assets	15,000		15,000	
Fletcher Trust Fund	15,000		15,000	
Reserve to Pay Debt Service	10,000		10,000	
Other Trust Fund - Open Space Trust	26,265		26,265	
Total Miscellaneous Revenue	756,645	2,318	799,084	40,121
Receipts from Delinquent Taxes	105,000		159,645	54,645
Amount to be Raised by Taxes for Support of Municipal Budget	5,701,233		6,195,828	494,595
Budget Totals	7,986,796	2,318	8,578,475	\$ 589,361
Nonbudget Revenue			409,761	
	<u>\$ 7,986,796</u>	<u>\$ 2,318</u>	<u>\$ 8,988,236</u>	

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2015
(Continued)

Analysis of Realized Revenue

Allocation of Current Tax Collections:		
Collection of Current Taxes	\$	26,359,673
Allocated to:		
School, County, and Open Space Taxes		20,873,530
		<u>5,486,143</u>
Add: Appropriation "Reserve for Uncollected Taxes"		<u>709,685</u>
Realized for Support of Municipal Budget	\$	<u><u>6,195,828</u></u>

Analysis of Delinquent Tax Collections

Delinquent Taxes	\$	159,645
	\$	<u><u>159,645</u></u>

Analysis of Nonbudget Revenue

Revenue Accounts Receivable:		
Fees and Permits	\$	122,632
Municipal Court Fines and Costs		41,235
Rents on Borough-Owned Properties		17,640
Cable Television Franchise Fees		75,851
High School Resource Officer reimbursement		61,040
FEMA Reimbursement		64,998
State of New Jersey-Vet and Senior Citizen 2% Admin Fee		760
Other Miscellaneous Income		<u>25,605</u>
	\$	<u><u>409,761</u></u>

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2015

	<u>Appropriations</u>		<u>Expended By</u>		<u>Un- expended Balance Cancelled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
Operations Within "Caps":					
General Government:					
General Administration:					
Salaries and Wages	\$ 211,538	\$ 211,538	\$ 174,522	\$ 37,016	
Other Expenses	42,800	42,800	38,150	4,650	
Mayor and Council:					
Salaries and Wages	23,391	23,391	21,500	1,891	
Other Expenses	21,590	21,590	19,526	2,064	
Municipal Clerk:					
Salaries and Wages	72,757	62,757	59,423	3,334	
Financial Administration:					
Salaries and Wages	82,225	82,225	81,650	575	
Other Expenses	21,230	21,230	3,174	18,056	
Annual Audit	37,000	37,000		37,000	
Computerized Data Processing	29,000	29,000	21,848	7,152	
Zoning:					
Salaries and Wages	24,735	22,735	16,880	5,855	
Other Expenses	2,530	2,530	996	1,534	
Tax Assessment Administration:					
Salaries and Wages	52,428	52,428	52,384	44	
Other Expenses	11,650	12,150	12,114	36	
Revenue Administration (Tax Collection):					
Salaries and Wages	32,632	32,132	26,190	5,942	
Other Expenses	7,660	7,660	4,219	3,441	
Legal Services and Costs:					
Other Expenses	75,000	88,000	82,164	5,836	
Engineering Services and Costs:					
Other Expenses	49,500	57,500	49,472	8,028	
Historic Preservation:					
Other Expenses	9,000	6,300	1,438	4,862	
Public Buildings and Grounds:					
Other Expenses	71,000	71,000	60,038	10,962	

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2015
(Continued)

	<u>Appropriations</u>		<u>Expended By</u>		<u>Un- expended Balance Cancelled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
Operations Within "CAPS" (Cont'd):					
General Government (continued):					
Municipal Land Use Law(N.J.S.A.40:55D-1):					
Planning Board:					
Other Expenses	\$ 32,450	\$ 26,450	\$ 21,505	\$ 4,945	
Board of Adjustment:					
Other Expenses	9,180	9,180	7,181	1,999	
Insurance:					
Employee Group Health	650,000	650,000	641,631	8,369	
Unemployment Compensation Insurance	7,000	7,000	7,000		
General Liability Insurance	65,927	68,627	65,934	2,693	
Workmen's Compensation Insurance	68,243	68,243	67,581	662	
Public Safety:					
Police:					
Salaries and Wages	1,424,796	1,387,296	1,374,370	12,926	
Other Expenses	97,288	134,788	132,825	1,963	
Contractual Radio Dispatch	115,528	115,528	115,528		
Emergency Management Services	10,000	10,000	1,771	8,229	
Fire - Other Expenses	11,000	11,000	8,949	2,051	
Aid to Volunteer Fire Company	90,000	90,000	90,000		
Aid to Volunteer Ambulance Company	38,020	38,020	29,263	8,757	
Fire:					
Salaries and Wages	20,947	20,947	16,885	4,062	
Other Expenses	110,325	110,325	98,635	11,690	
Municipal Prosecutor:					
Other Expenses - Fees	14,000	14,000		14,000	
Municipal Court:					
Other Expenses	110,524	110,524	59,619	50,905	
Public Defender - Other Expenses	2,000	2,000		2,000	
Streets and Roads:					
Road Repairs and Maintenance:					
Salaries and Wages	563,658	563,658	474,453	89,205	
Other Expenses	160,965	160,965	138,641	22,324	

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2015
(Continued)

	<u>Appropriations</u>		<u>Expended By</u>		<u>Un- expended Balance Cancelled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
Operations Within "CAPS" (Cont'd):					
Streets and Roads (Cont'd):					
Shade Trees:					
Other Expenses	\$ 19,000	\$ 19,000	\$ 16,820	\$ 2,180	
Kelley Act - Mendham Commons	7,000	7,000	2,718	4,282	
Landfill/Solid Waste Disposal Costs:					
Salaries and Wages	11,296	11,296	11,296		
Other Expenses	204,704	204,704	174,892	29,812	
Other Expenses - Monitor Well Testing	3,600	4,800	4,693	107	
Health and Welfare:					
Board of Health:					
Salaries and Wages	3,988	3,988	3,860	128	
Other Expenses - Miscellaneous	49,445	49,445	49,234	211	
Visiting Nurse	5,626	5,626	5,626		
Environmental Commission:					
Other Expenses	2,300	2,300	2,088	212	
Animal Control:					
Other Expenses	15,000	15,000	14,552	448	
Contributions to Social Service Agency:					
MASH Van	21,918	21,918	18,155	3,763	
Recreation and Education:					
Recreation:					
Salaries and Wages	19,050	19,050	17,350	1,700	
Other Expenses	31,500	31,500	29,658	1,842	
Parks and Playgrounds:					
Other Expenses	42,000	40,800	33,504	7,296	
Construction Code Official:					
Salaries and Wages	101,206	101,206	87,980	13,226	
Other Expenses	7,175	7,175	4,556	2,619	

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2015
(Continued)

	Appropriations		Expended By		Un- expended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS" (Cont'd):					
Unclassified:					
Salary Adjustment Account	\$ 100,000	\$ 100,000			\$ 100,000
Utilities	192,000	189,000	\$ 153,320	\$ 35,680	
Total Operations Within "CAPS"	5,316,325	5,316,325	4,707,761	508,564	100,000
Contingency	2,000	2,000	1,856	144	
Total Operations Including Contingent Within "CAPS"	5,318,325	5,318,325	4,709,617	508,708	100,000
Detail:					
Salaries and Wages	2,744,647	2,694,647	2,418,743	175,904	100,000
Other Expenses	2,573,678	2,623,678	2,290,874	332,804	
Deferred Charges and Statutory Expenditures- Municipal Within "CAPS":					
Contributions to PERS	150,000	150,000	147,286	2,714	
Contributions to Social Security System (O.A.S.I.)	200,000	200,000	189,577	10,423	
Contributions to PFRS	274,885	274,885	274,696	189	
Defined Contribution Retirement Plan	1	1		1	
Total Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"	624,886	624,886	611,559	13,327	
Total General Appropriations for Municipal Purposes Within "CAPS"	5,943,211	5,943,211	5,321,176	522,035	100,000

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2015
(Continued)

	Appropriations		Expended By		Un- expended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Excluded from "CAPS"					
Aid to Library	\$ 201,000	\$ 201,000	\$ 201,000		
Length of Service Award Program	50,000	50,000		\$ 50,000	
Public and Private Programs Offset by Revenue:					
Clean Communities (N.J.S.A. 40A:4-87 +\$2,318)	9,000	11,318	2,991	8,327	
Body Armor Fund	1,428	1,428	1,094	334	
Total Operations Excluded from "CAPS"	261,428	263,746	205,085	58,661	
Detail:					
Other Expenses	261,428	263,746	205,085	58,661	
Capital Improvements-Excluded from "CAPS" :					
Capital Improvement Fund	320,000	320,000	320,000		
Total Capital Improvements Excluded from "CAPS"	320,000	320,000	320,000		
Municipal Debt Service Excluded from "CAPS":					
Payment of Bond Principal	340,000	340,000	340,000		
Payment of Bond Anticipation Notes	270,076	270,076	270,076		
Interest on Bonds	108,680	108,680	108,680		
Interest on Notes	7,451	7,451	7,450		\$ 1
Green Trust Loan Program - Principal and Interest	26,265	26,265	26,265		
Total Municipal Debt Service Excluded from "CAPS"	752,472	752,472	752,471		1

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2015
(Continued)

	Appropriations		Expended By		Un- expended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Total General Appropriations Excluded from "CAPS"	\$ 1,333,900	\$ 1,336,218	\$ 1,277,556	\$ 58,661	\$ 1
Subtotal General Appropriations	7,277,111	7,279,429	6,598,732	580,696	100,001
Reserve for Uncollected Taxes	709,685	709,685	709,685		
Total General Appropriations	<u>\$ 7,986,796</u>	<u>\$ 7,989,114</u>	<u>\$ 7,308,417</u>	<u>\$ 580,696</u>	<u>\$ 100,001</u>

MENDHAM BOROUGH
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2015
(Continued)

	Analysis of Budget After Modification	Analysis of Paid or Charged
Cash Disbursed		\$ 6,646,847
Reserve for Uncollected Taxes		709,685
Outstanding Encumbrances		105,782
Adopted Budget	\$ 7,986,796	
Adopted by NJSA 40A:4-87	2,318	
	7,989,114	7,462,314
Less: Appropriation Refunds		153,897
	\$ 7,989,114	\$ 7,308,417

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

Year	Balance	2015 Levy	Collections		State of NJ Veterans' and Senior Citizens' Deductions	Cancelled	Trans- ferred to Tax Title Liens	Balance
	Dec. 31, 2014		2014	2015				Dec. 31, 2015
2014	\$ 162,390			\$ 159,645		\$ 7	\$ 2,738	
2015		\$ 26,604,349	\$ 147,699	26,173,974	\$ 38,000	30,435	2,811	\$ 211,430
	<u>\$ 162,390</u>	<u>\$ 26,604,349</u>	<u>\$ 147,699</u>	<u>\$ 26,333,619</u>	<u>\$ 38,000</u>	<u>\$ 30,442</u>	<u>\$ 5,549</u>	<u>\$ 211,430</u>

Analysis of 2015 Property Tax Levy

Tax Yield:

General Purpose Tax	\$ 26,534,972	
Business Personal Property Taxes	39,904	
Added and Omitted Taxes	29,473	
		<u>\$ 26,604,349</u>

Tax Levy:

Regional High School Taxes	6,868,251	
Local School District Taxes	10,387,695	
		\$ 17,255,946
County Taxes	3,504,087	
Due County for Added and Omitted Taxes	3,903	
		3,507,990
Municipal Open Space Tax		109,594
		20,873,530
Local Tax for Municipal Purposes Levied	5,701,233	
Add: Additional Tax Levied	29,586	
		5,730,819
		<u>\$ 26,604,349</u>

MENDHAM BOROUGH
CURRENT FUND
SCHEDULE OF 2014 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2015

	Balance Dec. 31, 2014	Balance After Modi- fication	Paid or Charged	Balance Lapsed
General Administration:				
Salaries and Wages	\$ 12,391	\$ 12,391		\$ 12,391
Other Expenses	23,894	23,894	\$ 6,505	17,389
Mayor and Council:				
Salaries and Wages	1,432	1,432		1,432
Other Expenses	5,608	5,608	586	5,022
Municipal Clerk:				
Salaries and Wages	60	60		60
Annual Audit	33,500	33,500	18,880	14,620
Computerized Data Processing	7,071	7,071	716	6,355
Financial Administration:				
Salaries and Wages	563	563		563
Other Expenses	14,254	14,254	158	14,096
Assessment of Taxes:				
Salaries and Wages	62	62		62
Other Expenses	1,783	1,783	1,172	611
Collection of Taxes:				
Salaries and Wages	6,152	6,152	800	5,352
Other Expenses	3,104	3,104	570	2,534
Legal Services and Costs	9,189	9,189	4,058	5,131
Engineering Services and Costs:				
Other Expenses	24,229	24,229	5,767	18,462
Historic Preservation:				
Other Expenses	5,019	5,019	3,952	1,067
Public Buildings and Grounds:				
Salaries and Wages	16,587	16,587		16,587
Other Expenses	31,566	31,566	8,612	22,954
Municipal Land Use Law (N.J.S.A. 40:55D-1):				
Planning Board:				
Other Expenses	5,347	5,347	1,073	4,274
Board of Adjustment:				
Other Expenses	1,170	1,170	333	837
Insurance:				
Workmen's Compensation	1	1		1
Group Insurance Plan for Employees	12,970	12,970		12,970
Other Insurance Premiums	500	500		500
Aid to Volunteer Ambulance Company	19,525	19,525	13,022	6,503
Fire:				
Salaries and Wages	2,882	2,882	500	2,382
Other Expenses	2,167	2,167		2,167
Police:				
Salaries and Wages	22,678	22,678	7,016	15,662
Other Expenses	24,347	24,347	22,697	1,650
Municipal Court:				
Salaries and Wages	52,281	52,281		52,281
Other Expenses	31,389	31,389		31,389
Office of Emergency Management:				
Other Expenses	2,918	2,918		2,918
Municipal Prosecutor	9,800	9,800		9,800
Roads Repairs and Maintenance:				
Salaries and Wages	80,724	80,724	807	79,917
Other Expenses	33,142	33,142	12,776	20,366
Street Lighting	3,650	3,650	1,758	1,892

BOROUGH OF MENDHAM
CURRENT FUND
SCHEDULE OF 2014 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2015
(Continued)

	Balance Dec. 31, 2014	Balance After Modi- fication	Paid or Charged	Balance Lapsed
Board of Health:				
Salaries and Wages	\$ 1	\$ 1		\$ 1
Other Expenses	1,285	1,285	\$ 587	698
Kelley Act - Mendham Commons	3,476	3,476	3,058	418
Animal Control:				
Other Expenses	7,258	7,258	457	6,801
Landfill/Solid Waste Disposal:				
Salaries and Wages	2,406	2,406	84	2,322
Other Expenses	49,300	49,300	18,745	30,555
Environmental Commission:				
Other Expenses	2,616	2,616		2,616
Parks and Playgrounds:				
Salaries and Wages	95	95		95
Other Expenses	564	564	456	108
Contributions to Social Services Agency:				
MASH Van	6,715	6,715	1,200	5,515
Recreation:				
Salaries and Wages	1,831	1,831		1,831
Other Expenses	3,116	3,116		3,116
Shade Tree:				
Other Expenses	6,133	6,133	6,085	48
State Uniform Construction Code:				
Salaries and Wages	3,893	3,893	225	3,668
Other Expenses	503	503	327	176
Fire Official:				
Other Expenses	39,190	39,190	32,369	6,821
Utilities	27,015	27,015	13,163	13,852
Contingent	45	45	45	
Contribution to:				
Public Employees Retirement System	2	2		2
Social Security System (O.A.S.I.)	28,606	28,606	229	28,377
Length of Service Award Program	50,000	50,000	46,100	3,900
Public and Private Programs Offset by Revenue:				
Body Armor Fund	1,756	1,756	1,756	
Clean Communities Grant	9,078	9,078	9,071	7
	<u>\$ 746,839</u>	<u>\$ 746,839</u>	<u>\$ 245,715</u>	<u>\$ 501,124</u>
Analysis of Beginning Balance/Paid or Charged:				
Unencumbered	\$ 637,683			
Encumbered	109,156			
Cash Disbursed			\$ 252,862	
Refunds			(7,148)	
	<u>\$ 746,839</u>		<u>\$ 245,714</u>	

BOROUGH OF MENDHAM
COUNTY OF MORRIS
2015
GENERAL CAPITAL FUND

The general capital fund is used to account for the acquisition of capital facilities, other than those acquired in the current, utility operating, or utility capital funds

B

BOROUGH OF MENDHAM
GENERAL CAPITAL FUND
COMPARATIVE BALANCE SHEET

	December 31,	
	2015	2014
<u>ASSETS</u>		
Cash and Cash Equivalents	\$ 584,317	\$ 994,660
Deferred Charges to Future Taxation:		
Funded	2,516,151	2,876,344
Unfunded	1,521,147	1,791,223
TOTAL ASSETS	\$ 4,621,615	\$ 5,662,227
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Serial Bonds Payable	\$ 2,380,000	\$ 2,717,000
Bond Anticipation Notes Payable	1,385,546	1,655,622
Green Acres Loan Payable	136,151	159,344
Improvement Authorizations:		
Funded	346,730	434,171
Unfunded	120,943	156,394
Due to Current Fund	87	127
Reserve For:		
Purchase of Fire Truck	70,000	70,000
Payment of Debt Service	39,900	47,981
Improvements	91	252,403
Capital Improvement Fund	125,001	157,511
Fund Balance	17,166	11,674
TOTAL LIABILITIES, RESERVES AND FUND BALANCE	\$ 4,621,615	\$ 5,662,227

BOROUGH OF MENDHAM
GENERAL CAPITAL FUND
ANALYSIS OF CASH

	Balance/ (Deficit) Dec. 31, 2014	Receipts		Disbursements		Transfers		Balance/ (Deficit) Dec. 31, 2015		
		Budget Appropriation	Serial Bonds	Miscel- laneous	Improvement Authori- zations	Miscel- laneous	From		To	
Fund Balance	\$ 11,674			\$ 15,656			\$ 68,253	\$ 58,089	\$ 17,166	
Capital Improvement Fund	157,511	\$ 320,000					352,510		125,001	
Due To/(From) Current Fund	127			1,416		\$ 1,456			87	
Reserve for Purchase of Fire Truck	70,000								70,000	
Reserve to Pay Debt Service	47,981			1,919				10,000	39,900	
Reserve for Improvements	252,403						257,237	4,925	91	
<u>Improvement Authorizations:</u>										
<u>No.</u>	<u>Improvement Description</u>									
06-06	Various Improvements	381							381	
05-10	Various Improvements	851					851			
03-11	Various Improvements	28,782			\$ 24,960				3,822	
3-12	Various Improvements	84,404			27,166		57,238			
10-12	Road Improvements	12,105							12,105	
11-12	Road Improvements	22,803							22,803	
13-12	Various Improvements	20,412			35,451				(15,039)	
08-13	Various Improvements	151,077			151,077					
10-13	Various Improvements	4,925					4,925			
04-14	Various Improvements	129,224			92,945				36,279	
05-15	Various Improvements				406,279			678,000	271,721	
02-15	Refunding Bond Ordinance, 2006 Refunding Bonds		\$ 3,375,000		3,375,000					
		<u>\$ 994,660</u>	<u>\$ 320,000</u>	<u>\$ 3,375,000</u>	<u>\$ 18,991</u>	<u>\$ 4,112,878</u>	<u>\$ 11,456</u>	<u>\$ 741,014</u>	<u>\$ 741,014</u>	<u>\$ 584,317</u>

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

Ord. No.	Improvement Description	Balance Dec. 31, 2014	2015 Authori- zations	Notes Paid By Budget Appropriation	Bonds Issued	Cancelled	Balance Dec. 31, 2015	Analysis of Balance at December 31, 2015		
								Financed by Bond Antici- pation Notes	Expenditures	Unexpended Improvement Authori- zations
4-02/										
9-02	Various Improvements	\$ 49,170					\$ 49,170			\$ 49,170
17-04	Various Improvements	16,431					16,431			16,431
06-06	Various Improvements	39,200		\$ 39,200						
21-07	Acquisition of Land	241,752		120,876			120,876	\$ 120,876		
8-09	Paving Various Roads	40,000		40,000						
13-12	Various Improvements	1,404,670		70,000			1,334,670	1,264,670	\$ 15,039	54,961
02-15	Refunding Bond Ordinance, 2006 Refunding Bonds		\$ 3,800,000		\$ 3,375,000	\$ 425,000				
		<u>\$ 1,791,223</u>	<u>\$ 3,800,000</u>	<u>\$ 270,076</u>	<u>\$ 3,375,000</u>	<u>\$ 425,000</u>	<u>\$ 1,521,147</u>	<u>\$ 1,385,546</u>	<u>\$ 15,039</u>	<u>\$ 120,562</u>
	Improvement Authorizations Unfunded									\$ 120,943
	Less: Unexpended Proceeds of Bond Anticipation Notes Issued:									381
	Ordinance Number 06-06									<u>\$ 120,562</u>

BOROUGH OF MENDHAM
GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Ordinance		Balance Dec. 31, 2014		2015 Authorizations			Paid or Charged	Cancelled	Balance Dec. 31, 2015	
		Date	Amount	Funded	Unfunded	Capital Improvement Fund	Other Financing Sources	Deferred Charges to Future Taxation-Unfunded			Funded	Unfunded
4-02/	Various Improvements	06/12/02	\$ 826,960									
9-02	Firefighter Equipment	8/19/02	150,000		\$ 49,170							\$ 49,170
17-04	Various Improvements	09/07/04	171,500		16,431							16,431
06-06	Various Improvements	06/05/06	310,000		381							381
05-10	Various Improvements	05/17/10	527,500	\$ 851						\$ 851		
03-11	Various Improvements	06/06/11	277,325	28,782				\$ 24,960			\$ 3,822	
3-12	Various Improvements	05/21/12	180,000	84,404				27,166		57,238		
10-12	Road Improvements	10/01/12	26,000	12,105							12,105	
11-12	Road Improvements	10/15/12	250,000	22,803							22,803	
13-12	Various Improvements	11/19/12	1,875,000		90,412				35,451			54,961
08-13	Various Improvements	06/03/13	174,000	151,077					151,077			
10-13	Various Improvements	09/03/13	40,000	4,925						4,925		
04-14	Various Improvements	05/19/14	165,000	129,224					92,945		36,279	
05-15	Various Improvements	06/15/15	678,000			\$ 352,510	\$ 325,490		406,279		271,721	
02-15	Refunding Bond Ordinance, 2006 Refunding Bonds	08/06/15	3,800,000									
				<u>\$ 434,171</u>	<u>\$ 156,394</u>	<u>\$ 352,510</u>	<u>\$ 325,490</u>	<u>\$ 3,800,000</u>	<u>\$ 4,112,878</u>	<u>\$ 488,014</u>	<u>\$ 346,730</u>	<u>\$ 120,943</u>
							\$ 257,237					
							68,253					
							<u>\$ 325,490</u>					

B-4

BOROUGH OF MENDHAM
GENERAL CAPITAL FUND
SCHEDULE OF GREEN ACRES LOAN PAYABLE

Balance December 31, 2014	\$	159,344
Less: Principal matured		23,193
Balance December 31, 2015	\$	136,151

Schedule of Principal and Interest Payments Outstanding Green Acres Trust Loan:

Due	Principal	Interest	Loan Balance
			\$ 136,151
2/18/2016	\$ 11,771	\$ 1,361	124,380
8/18/2016	11,889	1,243	112,491
2/18/2017	12,007	1,125	100,484
8/18/2017	12,128	1,004	88,356
2/18/2018	12,249	883	76,107
8/18/2018	12,371	761	63,736
2/18/2019	12,495	637	51,241
8/18/2019	12,620	512	38,621
2/18/2020	12,746	386	25,875
8/18/2020	12,874	258	13,001
2/18/2021	13,001	131	
	\$ 136,151	\$ 60,835	

BOROUGH OF MENDHAM
GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE

Ord. No.	Improvement Description	Original Amount Issued	Issue of Original Note	Date of		Interest Rate	Balance Dec. 31, 2014	Issued	Matured	Balance Dec. 31, 2015
				Issue	Maturity					
6-06	Various Improvements	\$ 295,000	07/21/06	07/11/14	07/10/15	0.45%	\$ 39,200		\$ 39,200	
21-07	Acquisition of Land	497,000	07/18/08	07/11/14	07/10/15	0.45%	241,752		241,752	
				07/09/15	07/08/16	1.75%		\$ 120,876		\$ 120,876
8-09	Paving Various Roads	76,000	07/16/09	07/11/14	07/10/15	0.45%	40,000		40,000	
13-12	Various Improvements	1,187,436	07/12/13	07/11/14	07/10/15	0.45%	1,187,436		1,187,436	
				07/09/15	07/08/16	1.75%		1,187,436		1,187,436
13-12	Various Improvements	147,234	07/11/14	07/11/14	07/10/15	0.45%	147,234		147,234	
				07/09/15	07/08/16	1.75%		77,234		77,234
							<u>\$ 1,655,622</u>	<u>\$ 1,385,546</u>	<u>\$ 1,655,622</u>	<u>\$ 1,385,546</u>
								Renewals \$ 1,385,546	\$ 1,385,546	
								Funded by Budget Appropriation	270,076	
								<u>\$ 1,385,546</u>	<u>\$ 1,655,622</u>	

BOROUGH OF MENDHAM
GENERAL CAPITAL FUND
SCHEDULE OF SERIAL BONDS PAYABLE

Improvement Description	Date of Issue	Maturities - December 31, 2015		Interest Rate	Balance Dec. 31, 2014	Issued	Matured	Defeased	Balance Dec. 31, 2015
		Date of Maturity	Amount						
General Bonds of 2006	08/15/2006	08/03/2016	\$ 355,000	4.000%	\$ 2,717,000		\$ 340,000	\$ 2,022,000	\$ 355,000
General Refunding Bonds of 2015	10/29/2015	08/15/2016	12,000	3.000%					
		08/15/2017	378,000	3.000%					
		08/15/2018	387,000	3.000%					
		08/15/2019	402,000	2.515%					
		08/15/2020	414,000	4.000%					
		08/15/2021	432,000	4.000%					
						\$ 2,025,000			2,025,000
					\$ 2,717,000	\$ 2,025,000	\$ 340,000	\$ 2,022,000	\$ 2,380,000

B-7

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

Ord. No.	Improvement Description	Balance Dec. 31, 2014	2015 Authori- zations	Serial Bonds Issued	Cancelled	Balance Dec. 31, 2015
4-02/ 9-02	Various Improvements	\$ 49,170				\$ 49,170
17-04	Various Improvements	16,431				16,431
13-12	Various Improvements	70,000				70,000
02-15	Refunding Bond Ordinance, 2006 Refunding Bonds		\$ 3,800,000	\$ 3,375,000	\$ 425,000	
		<u>\$ 135,601</u>	<u>\$ 3,800,000</u>	<u>\$ 3,375,000</u>	<u>\$ 425,000</u>	<u>\$ 135,601</u>

BOROUGH OF MENDHAM
COUNTY OF MORRIS
2015
TRUST FUNDS

Receipt, custodianship and disbursement of funds in accordance
with the purpose for which each reserve was created.

BOROUGH OF MENDHAM
TRUST FUNDS
COMBINING BALANCE SHEET
DECEMBER 31, 2015
(With Comparative Totals for 2014)

	Animal Control Fund	Other Trust Fund	Public Assistance Fund	Payroll Fund	Totals	
					2015	2014
<u>ASSETS</u>						
Cash and Cash Equivalents	\$ 9,107	\$ 1,704,316	\$ 10,932	\$ 157,919	\$ 1,882,274	\$ 1,783,440
Interfunds Receivable		179,462			179,462	37,422
TOTAL ASSETS	\$ 9,107	\$ 1,883,778	\$ 10,932	\$ 157,919	\$ 2,061,736	\$ 1,820,862
<u>LIABILITIES AND RESERVES</u>						
Due to State of New Jersey Board of Health	\$ 1				\$ 1	\$ 4
Payroll Deductions and Withholdings				\$ 157,919	157,919	97,992
Reserve for Animal Control Fund Expenditures	9,106				9,106	4,690
Reserve for Other Trust Funds		\$ 1,883,778			1,883,778	1,707,244
Reserve for Public Assistance			\$ 10,932		10,932	10,932
TOTAL LIABILITIES AND RESERVES	\$ 9,107	\$ 1,883,778	\$ 10,932	\$ 157,919	\$ 2,061,736	\$ 1,820,862

BOROUGH OF MENDHAM
TRUST FUNDS
SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

Balance December 31, 2014	\$	4,690
Increased by:		
License Fees Collected		5,742
		10,432
Decreased by:		
Expenditures Under R.S.4:19-15.11		1,326
		1,326
Balance December 31, 2015	\$	9,106

License Fees Collected

<u>Year</u>	<u>Amount</u>
2013	\$ 6,255
2014	5,823
	12,078
Maximum Allowable Reserve	\$ 12,078

C-2

BOROUGH OF MENDHAM
TRUST FUNDS
SCHEDULE OF OTHER TRUST RESERVES

	Balance Dec. 31, 2014	Receipts	Disbursements	Balance Dec. 31, 2015
Reserve for:				
Special Deposits	\$ 47,353	\$ 47,254	\$ 40,076	\$ 54,531
Special Engineering Deposits	13,443	14,365	7,275	20,533
Andrew Fletcher Trust Fund	197,243		15,000	182,243
State Unemployment Trust Fund	14,503	12,065	5,863	20,705
Phoenix House Trust	3,288			3,288
Parking Offenses Adjudication Act	2,407	16		2,423
Police Assets Forfeiture	1,521	8,297	9	9,809
Police Special Duty	49,769	232,673	222,411	60,031
Recreation Fund	96,629	68,932	65,814	99,747
Recycling Tonnage Fund	149,003			149,003
Landfill Closure Escrow	1,177			1,177
Open Space	800,965	112,065	158,453	754,577
Housing Trust	126,026	45,074	14,774	156,326
Other Trust Funds	84,917	130,398	104,930	110,385
Storm Recovery	119,000			119,000
Compensated Absences		140,000		140,000
Total	<u>\$ 1,707,244</u>	<u>\$ 811,139</u>	<u>\$ 634,605</u>	<u>\$ 1,883,778</u>

C-3

BOROUGH OF MENDHAM
TRUST FUNDS
SCHEDULE OF RESERVE FOR PUBLIC ASSISTANCE

Balance December 31, 2014	\$ 10,932
Increased by Receipts:	
Interest	10
	<hr/> 10,942
Decreased by Disbursements:	
Due to Current Fund	10
	<hr/> 10
Balance December 31, 2015	<u>\$ 10,932</u>

BOROUGH OF MENDHAM
PAYROLL FUND
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

	<u>Balance</u> <u>Dec. 31, 2014</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>Dec. 31, 2015</u>
<u>ASSETS:</u>				
Cash and Cash Equivalents	\$ 97,992	\$ 4,937,522	\$ 4,877,595	\$ 157,919
TOTAL ASSETS	<u>\$ 97,992</u>	<u>\$ 4,937,522</u>	<u>\$ 4,877,595</u>	<u>\$ 157,919</u>
<u>LIABILITIES:</u>				
Payroll Deductions and Withholdings	\$ 97,992	\$ 4,937,522	\$ 4,877,595	\$ 157,919
TOTAL LIABILITIES	<u>\$ 97,992</u>	<u>\$ 4,937,522</u>	<u>\$ 4,877,595</u>	<u>\$ 157,919</u>

BOROUGH OF MENDHAM
COUNTY OF MORRIS
2015
UTILITY OPERATING FUNDS

Accounts for the operation of the municipally owned Sewer Utility.

BOROUGH OF MENDHAM
UTILITY OPERATING FUNDS
COMPARATIVE BALANCE SHEET

	Sewer Utility Operating Fund December 31,	
<u>ASSETS</u>	2015	2014
Cash and Cash Equivalents	\$ 920,484	\$ 1,074,048
Change Fund	100	100
	920,584	1,074,148
Due from Sewer Utility Capital Fund	5,082	144
Receivables with Full Reserves:		
Consumer Accounts Receivable	118,783	125,674
	\$ 1,044,449	\$ 1,199,966
TOTAL ASSETS		
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Liabilities:		
Appropriation Reserves:		
Unencumbered	\$ 204,594	\$ 286,317
Encumbered	18,558	30,982
Total Appropriation Reserves	223,152	317,299
Accounts Payable - Vendors	27,297	27,297
Accrued Interest on Bonds and Notes	18,769	30,980
Sewer Rent Overpayments	418	418
	269,218	375,994
Reserve for Receivables	118,783	125,674
Fund Balance	656,448	698,298
	\$ 1,044,449	\$ 1,199,966
TOTAL LIABILITIES, RESERVES AND FUND BALANCE		

BOROUGH OF MENDHAM
UTILITY OPERATING FUNDS
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE

	Sewer Utility Operating Fund Year Ended December 31,	
	<u>2015</u>	<u>2014</u>
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 426,607	\$ 432,869
Sewer Fees and Charges	1,596,432	1,604,590
Miscellaneous Revenue	19,900	27,760
Other Credits to Income:		
Unexpended Balance of Appropriation		
Reserves	<u>250,287</u>	<u>269,452</u>
Total Income	<u>2,293,226</u>	<u>2,334,671</u>
<u>Expenditures</u>		
Budget Expenditures:		
Operating	1,256,641	1,252,384
Capital Improvements	75,000	75,000
Debt Service	523,312	542,151
Statutory Expenditures	<u>53,516</u>	<u>53,516</u>
Total Expenditures	<u>1,908,469</u>	<u>1,923,051</u>
Excess in Revenue	384,757	411,620
Balance January 1	698,298	719,547
	<u>1,083,055</u>	<u>1,131,167</u>
Decreased by:		
Utilized as Anticipated Revenue	<u>426,607</u>	<u>432,869</u>
Balance December 31	<u>\$ 656,448</u>	<u>\$ 698,298</u>

BOROUGH OF MENDHAM
UTILITY OPERATING FUNDS
STATEMENT OF REVENUES
YEAR ENDED DECEMBER 31, 2015

	Sewer Utility Operating Fund	
	Anticipated	Realized
Fund Balance Anticipated	\$ 426,607	\$ 426,607
Sewer Fees and Charges	1,481,000	1,596,432
Miscellaneous Revenue	18,000	19,900
	\$ 1,925,607	\$ 2,042,939

Analysis of Miscellaneous Revenue:

Interest on Investments	\$ 3,179
Sewer Inspection Fees	3,900
Delinquent Payment Penalties	8,796
Miscellaneous	4,025
	\$ 19,900

Analysis of Sewer Fees and Charges:

Cash Collected and Overpayments Applied	\$ 1,596,432
	\$ 1,596,432

BOROUGH OF MENDHAM
UTILITY OPERATING FUNDS
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2015

Sewer Utility Operating Fund					
	Appropriations		Expended by		Unex- pended Balance Cancelled
	Budget	Budget After Modi- fication	Paid or Charged	Reserved	
Operating:					
Salaries and Wages	\$ 475,062	\$ 475,062	\$ 441,260	\$ 33,802	
Other Expenses	781,579	781,579	613,275	168,304	
Total Operating	1,256,641	1,256,641	1,054,535	202,106	
Capital Improvements:					
Capital Improvement Fund	75,000	75,000	75,000		
Debt Service:					
Payment of Bond Principal	235,000	235,000	235,000		
Payment of Bond Anticipation Notes	224,750	224,750	224,750		
Interest on Bonds	75,800	75,800	58,662		\$ 17,138
Interest on Notes	4,900	4,900	4,900		
Total Debt Service	540,450	540,450	523,312		17,138
Statutory Expenditures:					
Social Security System (O.A.S.I.)	36,000	36,000	33,901	2,099	
Public Employers' Retirement System	16,516	16,516	16,127	389	
Unemployment Compensation Insurance (N.J.S.A. 43:21-3 et. seq.)	1,000	1,000	1,000		
Total Statutory Expenditures	53,516	53,516	51,028	2,488	
	\$ 1,925,607	\$ 1,925,607	\$ 1,703,875	\$ 204,594	\$ 17,138

Analysis of Paid or Charged:

Cash Disbursed	\$ 1,621,760
Accrued Interest on Debt	63,562
Outstanding Encumbrances	18,558
	1,703,880
Less: Appropriation Refunds	5
	\$ 1,703,875

BOROUGH OF MENDHAM
UTILITY OPERATING FUND
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

Balance December 31, 2014	\$ 125,674
Increased by:	
Sewer Charges Levied	1,589,541
	<u>1,715,215</u>
Decreased by:	
Collections and Overpayments Applied	1,596,432
	<u>1,596,432</u>
Balance December 31, 2015	<u>\$ 118,783</u>

BOROUGH OF MENDHAM
UTILITY OPERATING FUND
SCHEDULE OF 2014 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2015

	<u>Balance Dec. 31, 2014</u>	<u>Balance After Modification</u>	<u>Paid or Charged</u>	<u>Balance Lapsed</u>
Operating:				
Salaries and Wages	\$ 50,895	\$ 50,895	\$ 1,890	\$ 49,005
Other Expenses	262,035	262,035	65,122	196,913
Social Security	4,369	4,369		4,369
	<u>\$ 317,299</u>	<u>\$ 317,299</u>	<u>\$ 67,012</u>	<u>\$ 250,287</u>
<u>Analysis of Balance:</u>				
Unencumbered	\$ 286,317			
Encumbered	<u>30,982</u>			
	<u>\$ 317,299</u>			
<u>Analysis of Paid or Charged:</u>				
Cash Disbursed			<u>\$ 67,012</u>	
			<u>\$ 67,012</u>	

BOROUGH OF MENDHAM
UTILITY OPERATING FUND
SCHEDULE OF ACCRUED INTEREST ON BONDS AND NOTES

Balance December 31, 2014	\$ 30,980
Increased by:	
Charged to Current Year Budget	<u>68,489</u>
	99,469
Decreased by:	
Interest Paid	<u>80,700</u>
Balance December 31, 2015	<u><u>\$ 18,769</u></u>

BOROUGH OF MENDHAM
COUNTY OF MORRIS
2015
UTILITY CAPITAL FUNDS

Accounts for the acquisition of capital facilities of the
municipally owned sewer utility

E

BOROUGH OF MENDHAM
UTILITY CAPITAL FUNDS
COMPARATIVE BALANCE SHEET

	Sewer Utility Capital Fund December 31,	
	2015	2014
<u>ASSETS</u>		
Cash and Cash Equivalents	\$ 1,217,218	\$ 1,131,106
Fixed Capital	12,900,635	12,900,635
Fixed Capital Authorized and Uncompleted	1,995,000	1,995,000
 TOTAL ASSETS	 \$ 16,112,853	 \$ 16,026,741
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Serial Bonds Payable	\$ 1,600,000	\$ 1,895,000
Bond Anticipation Notes Payable	864,000	1,088,750
Due to Sewer Utility Operating Fund	5,082	144
Improvement Authorizations:		
Funded	201,812	176,738
Unfunded	531,205	561,205
Reserve for:		
Amortization	11,300,635	11,005,635
Deferred Amortization	1,131,000	906,250
Payment of Debt Service	1,336	
Capital Improvement Fund	293,417	218,417
Fund Balance	184,366	174,602
 TOTAL LIABILITIES, RESERVES AND FUND BALANCE	 \$ 16,112,853	 \$ 16,026,741

BOROUGH OF MENDHAM
UTILITY CAPITAL FUND
ANALYSIS OF CASH

	<u>Receipts</u>				<u>Transfers</u>		<u>Balance</u> <u>Dec. 31, 2015</u>
	<u>Balance</u> <u>Dec. 31, 2014</u>	<u>Miscel- laneous</u>	<u>Budget</u> <u>Appropriation</u>	<u>Miscel- laneous</u>	<u>From</u>	<u>To</u>	
Capital Fund Balance	\$ 174,602	\$ 9,764					\$ 184,366
Capital Improvement Fund	218,417		\$ 75,000				293,417
Due (from)/to Sewer Utility Operating Fund	144	1,722		\$ 1,710		\$ 4,926	5,082
Reserve to Pay Debt Service		1,336					1,336
<u>Improvement Authorizations:</u>							
Ord.							
<u>No.</u>	<u>Improvement Description</u>						
07-08	Tempe Wick Pump Station	148,848			\$ 4,926		143,922
09-09	Improvement of Sanitary Sewer System	446,205					446,205
04-10	Improvement of Sanitary Sewer System	27,890					27,890
09-13	Acquisition of New and Additional Sewer Equipment	45,000					45,000
05-14	Acquisition of New and Additional Sewer Equipment	70,000					70,000
		<u>\$ 1,131,106</u>	<u>\$ 12,822</u>	<u>\$ 75,000</u>	<u>\$ 1,710</u>	<u>\$ 4,926</u>	<u>\$ 1,217,218</u>

MENDHAM BOROUGH
UTILITY CAPITAL FUND
SCHEDULE OF SERIAL BONDS PAYABLE

Improvement Description	Date of Issue	Maturities - December 31, 2015		Interest Rate	Balance Dec. 31, 2014	Issued	Matured	Defeased	Balance Dec. 31, 2015
		Date of Maturity	Amount						
Sewer Bonds of 2006	8/15/2006	08/03/2016	\$ 250,000	4.000%	\$ 1,895,000		\$ 235,000	\$ 1,410,000	\$ 250,000
Sewer Refunding Bonds of 2015	10/29/2015	08/15/2016	8,000	3.000%					
		08/15/2017	252,000	3.000%					
		08/15/2018	258,000	3.000%					
		08/15/2019	268,000	2.515%					
		08/15/2020	276,000	4.000%					
		08/15/2021	288,000	4.000%			\$ 1,350,000		
					\$ 1,895,000	\$ 1,350,000	\$ 235,000	\$ 1,410,000	\$ 1,600,000

BOROUGH OF MENDHAM
UTILITY CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Ordinance		Balance Dec. 31, 2014		Paid or Charged	Balance Dec. 31, 2015	
		Date	Amount	Funded	Unfunded		Funded	Unfunded
07-08	Tempe Wick Pump Station	06/02/08	\$ 220,000	\$ 33,848	\$ 115,000	\$ 4,926	\$ 58,922	\$ 85,000
09-09	Improvement of Sanitary Sewer System	06/15/09	1,600,000		446,205			446,205
04-10	Improvement of Sanitary Sewer System	05/01/10	171,000	27,890			27,890	
09-13	Acquisition of New and Additional Sewer Equipment	06/03/13	105,000	45,000			45,000	
05-14	Acquisition of New and Additional Sewer Equipment	05/19/14	70,000	70,000			70,000	
				<u>\$ 176,738</u>	<u>\$ 561,205</u>	<u>\$ 4,926</u>	<u>\$ 201,812</u>	<u>\$ 531,205</u>

BOROUGH OF MENDHAM
UTILITY CAPITAL FUND
SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION

<u>Ord. No.</u>	<u>Improvement Description</u>	<u>Date of Ordinance</u>	<u>Balance Dec. 31, 2014</u>	<u>Notes Paid From Operating Budget</u>	<u>Balance Dec. 31, 2015</u>
07-08	Tempe Wick Pump Station	06/02/08	\$ 105,000	\$ 30,000	\$ 135,000
09-09	Improvement of Sanitary Sewer System	06/15/09	626,250	194,750	821,000
09-13	Acquisition of New and Additional Sewer Equipment	06/03/13	105,000		105,000
05-14	Acquisition of New and Additional Sewer Equipment	05/19/14	<u>70,000</u>		<u>70,000</u>
			<u>\$ 906,250</u>	<u>\$ 224,750</u>	<u>\$ 1,131,000</u>

BOROUGH OF MENDHAM
COUNTY OF MORRIS
2015
GENERAL FIXED ASSETS ACCOUNT GROUP
(Unaudited)

F

BOROUGH OF MENDHAM
GENERAL FIXED ASSETS ACCOUNT GROUP
SCHEDULE OF GENERAL FIXED ASSETS
(Unaudited)

<u>GENERAL FIXED ASSETS:</u>	December 31,	
	2015	2014
Assets:		
Land	\$ 1,767,500	\$ 1,767,500
Buildings and Building Improvements	3,535,152	3,535,152
Machinery and Equipment	2,793,347	2,793,347
Total Assets	\$ 8,095,999	\$ 8,095,999
RESERVES:		
Reserve for General Fixed Assets	\$ 8,095,999	\$ 8,095,999

BOROUGH OF MENDHAM
GENERAL FIXED ASSETS ACCOUNT GROUP
SCHEDULE OF CHANGES IN GENERAL FIXED ASSETS
(Unaudited)

	<u>Balance</u> <u>Dec. 31, 2014</u>	<u>Balance</u> <u>Dec. 31, 2015</u>
Current Fund	\$ 6,417,568	\$ 6,417,568
General Capital Fund	1,513,312	1,513,312
Sewer Utility Operating Fund	10,664	10,664
Sewer Utility Capital Fund	<u>154,455</u>	<u>154,455</u>
Total	<u>\$ 8,095,999</u>	<u>\$ 8,095,999</u>

STATISTICAL SECTION

BOROUGH OF MENDHAM
GOVERNMENTAL FUND EXPENDITURES BY FUNCTION
LAST TEN YEARS
UNAUDITED

EXPENDITURES	Year Ended December 31,									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Current Fund:										
General Government	\$ 1,907,578	\$ 1,990,096	\$ 2,011,180	\$ 2,263,399	\$ 2,299,768	\$ 2,295,163	\$ 2,355,920	\$ 2,342,010	\$ 2,380,996	\$ 2,263,847
Public Safety	1,657,036	1,788,725	1,833,375	1,922,738	2,009,073	2,018,122	2,057,970	2,010,962	2,049,109	2,057,174
Streets and Roads	777,010	856,237	864,861	779,013	796,301	821,402	799,895	858,383	874,333	971,423
Health and Welfare	102,193	104,143	121,322	111,891	107,670	97,537	98,385	99,457	101,482	98,277
Recreation and Education	154,124	140,553	122,130	132,696	131,778	132,072	130,285	110,287	103,971	91,350
Deferred Charges and Statutory Expenditures	333,748	386,310	519,274	574,955	606,028	694,226	656,305	679,397	721,738	624,886
Capital	299,500	222,000	200,000	170,000	110,000	50,000	133,000	133,000	133,000	320,000
Debt Service	128,265	492,440	491,596	505,100	503,353	583,437	578,777	581,024	638,594	752,471
Reserve for Uncollected Taxes	408,500	408,500	675,000	675,000	675,000	688,500	695,770	709,685	709,685	709,685
Current Fund Budget Totals	<u>5,767,954</u>	<u>6,389,004</u>	<u>6,838,738</u>	<u>7,134,792</u>	<u>7,238,971</u>	<u>7,380,459</u>	<u>7,506,307</u>	<u>7,524,205</u>	<u>7,712,908</u>	<u>7,889,113</u>
Utility Operating Funds:										
Utility Operations	1,098,416	1,125,916	1,083,058	1,196,618	1,226,933	1,249,545	1,284,788	1,244,180	1,252,384	1,256,641
Deferred Charges and Statutory Expenditures	28,370	28,370	30,500	31,000	35,000	36,000	36,000	52,569	53,516	53,516
Capital		125,000	125,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Debt Service	97,510	305,960	304,473	311,703	361,235	340,847	539,201	542,841	542,151	523,312
Utility Operating Fund Budget Totals	<u>1,224,296</u>	<u>1,585,246</u>	<u>1,543,031</u>	<u>1,614,321</u>	<u>1,698,168</u>	<u>1,701,392</u>	<u>1,934,989</u>	<u>1,914,590</u>	<u>1,923,051</u>	<u>1,908,469</u>
County Taxes	3,260,505	3,483,249	3,506,129	3,555,631	3,445,658	3,322,900	3,374,677	3,420,007	3,488,056	3,507,990
Local and Regional School Taxes	13,396,736	14,028,609	14,700,147	15,393,815	15,775,535	15,740,236	15,787,280	16,043,847	16,687,635	17,255,946
Municipal Open Space Taxes	109,594	109,594	109,594	109,594	109,594	109,594	109,594	109,594	109,594	109,594
Other Expenditures	66,344	85,412	235,133	1,238	319,194	285,368	40,053	279,218	320,393	140,000
TOTAL EXPENDITURES	<u>\$ 23,825,429</u>	<u>\$ 25,681,114</u>	<u>\$ 26,932,772</u>	<u>\$ 27,809,391</u>	<u>\$ 28,587,120</u>	<u>\$ 28,539,949</u>	<u>\$ 28,752,900</u>	<u>\$ 29,291,461</u>	<u>\$ 30,241,637</u>	<u>\$ 30,811,112</u>

Source: Borough records.

BOROUGH OF MENDHAM
 GOVERNMENTAL FUND REVENUE BY SOURCE
 LAST TEN YEARS
 UNAUDITED

REVENUE	Year Ended December 31,									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Current Fund:										
Fund Balance Anticipated	\$ 600,000	\$ 600,000	\$ 700,000	\$ 783,500	\$ 1,003,885	\$ 1,080,500	\$ 1,206,487	\$ 1,206,487	\$ 1,323,918	\$ 1,423,918
Miscellaneous Revenue	1,394,093	1,524,493	1,222,480	1,142,359	996,491	872,577	860,841	852,044	807,587	799,084
Receipts from Delinquent Taxes	126,782	151,948	128,816	164,576	150,158	148,338	132,788	134,794	176,378	159,645
Receipts from Current Taxes	4,176,930	4,501,722	5,301,961	5,599,810	5,810,505	5,993,387	5,975,249	6,048,282	6,172,724	6,195,828
Current Fund Budget Totals	<u>6,297,805</u>	<u>6,778,163</u>	<u>7,353,257</u>	<u>7,690,245</u>	<u>7,961,039</u>	<u>8,094,802</u>	<u>8,175,365</u>	<u>8,241,607</u>	<u>8,480,607</u>	<u>8,578,475</u>
Utility Operating Funds:										
Fund Balance Anticipated	175,296	175,000	150,000	200,000	200,000	215,000	440,092	415,709	432,869	426,607
Water and Sewer Rents	1,048,869	1,370,880	1,605,808	1,601,824	1,570,868	1,584,600	1,578,650	1,591,825	1,604,590	1,596,432
Miscellaneous Revenue	54,087	52,030	28,152	25,513	29,196	22,938	20,503	26,312	27,760	19,900
Utility Operating Fund Budget Totals	<u>1,278,252</u>	<u>1,597,910</u>	<u>1,783,960</u>	<u>1,827,337</u>	<u>1,800,064</u>	<u>1,822,538</u>	<u>2,039,245</u>	<u>2,033,846</u>	<u>2,065,219</u>	<u>2,042,939</u>
Non-Budget Revenues	205,839	345,170	347,193	292,742	350,511	317,324	414,249	413,122	533,802	409,761
Other Credits to Income	289,638	348,908	484,484	258,096	502,504	614,802	398,683	613,969	641,454	761,330
Taxes Allocated to School, County and Open Space	<u>16,766,835</u>	<u>17,621,452</u>	<u>18,315,870</u>	<u>19,059,040</u>	<u>19,330,787</u>	<u>19,172,730</u>	<u>19,271,551</u>	<u>19,573,448</u>	<u>20,285,285</u>	<u>20,873,530</u>
TOTAL REVENUE	<u>\$ 24,838,369</u>	<u>\$ 26,691,603</u>	<u>\$ 28,284,764</u>	<u>\$ 29,127,460</u>	<u>\$ 29,944,905</u>	<u>\$ 30,022,196</u>	<u>\$ 30,299,093</u>	<u>\$ 30,875,992</u>	<u>\$ 32,006,367</u>	<u>\$ 32,666,035</u>

Source: Borough records.

Table 3

BOROUGH OF MENDHAM
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN YEARS
UNAUDITED

Year	Total Tax Levy	Current Tax Collections	Percent of Current Taxes Collected	Delinquent Tax Collections	Total Tax Collections	Ratio of Total Tax Collections to Total Tax Levy	Outstanding Delinquent Taxes	Ratio of Delinquent Taxes to Total Tax Levy
2006	\$ 20,846,498	\$ 20,535,265	98.50%	\$ 126,782	\$ 20,662,047	99.12%	\$ 151,948	0.73%
2007	22,138,875	21,714,674	98.08%	151,948	21,866,622	98.77%	231,075	1.04%
2008	23,219,554	22,942,831	98.80%	128,816	23,071,647	99.36%	164,327	0.71%
2009	24,234,855	23,983,850	98.96%	164,576	24,148,426	99.64%	150,317	0.62%
2010	24,650,522	24,466,292	99.25%	150,158	24,616,450	99.86%	148,765	0.60%
2011	24,658,051	24,477,617	99.26%	148,338	24,625,955	99.87%	133,089	0.54%
2012	24,742,237	24,551,030	99.22%	132,788	24,683,818	99.76%	135,128	0.55%
2013	25,151,774	24,912,045	99.04%	134,803	25,046,848	99.58%	176,378	0.70%
2014	25,946,411	25,748,324	99.23%	176,378	25,924,702	99.92%	162,390	0.63%
2015	26,604,349	26,359,673	99.08%	159,645	26,519,318	99.68%	211,430	0.79%

Source: Tax Collector.

Table 4

BOROUGH OF MENDHAM
PROPERTY TAX RATES
DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN YEARS
UNAUDITED

<u>Year</u>		<u>West Morris Regional High School</u>		<u>Mendham School District</u>		<u>Mendham Borough</u>		<u>Morris County</u>		<u>Municipal Open Space</u>		<u>Total</u>
2006	* \$	0.321	\$	0.516	\$	0.244	\$	0.202	\$	0.007	\$	1.290
2007		0.340		0.538		0.278		0.218		0.006		1.380
2008		0.361		0.566		0.305		0.222		0.006		1.460
2009		0.386		0.587		0.321		0.225		0.006		1.525
2010	*	0.485		0.732		0.408		0.266		0.008		1.899
2011		0.472		0.746		0.423		0.259		0.008		1.908
2012		0.467		0.758		0.422		0.263		0.009		1.919
2013		0.485		0.767		0.430		0.267		0.008		1.957
2014		0.517		0.782		0.437		0.272		0.008		2.016
2015		0.535		0.809		0.444		0.273		0.009		2.070

* - Revaluation year

Source: Tax Collector.

Table 5

BOROUGH OF MENDHAM
ASSESSED AND ESTIMATED ACTUAL VALUE OF PROPERTY
LAST TEN YEARS
UNAUDITED

<u>Fiscal Year</u>	<u>Net Assessed Valuation Taxable</u>	<u>Estimated Full Cash Valuations</u>	<u>Percent of Net Assessed to Estimated Full Cash Valuations</u>
2006 *	\$ 1,601,473,771	\$ 1,293,530,174	123.81%
2007	1,600,887,548	1,465,301,236	109.25%
2008	1,589,321,867	1,517,455,547	104.74%
2009	1,582,998,674	1,572,214,282	100.69%
2010 *	1,296,664,611	1,511,328,993	85.80%
2011	1,291,640,675	1,410,302,723	91.59%
2012	1,289,110,375	1,377,289,533	93.60%
2013	1,282,175,833	1,354,282,340	94.68%
2014	1,284,514,035	1,361,837,683	94.32%
2015	1,283,810,435	1,403,066,919	91.50%

* - Revaluation year

Source: Abstract of Ratables, County Board of Taxation

BOROUGH OF MENDHAM
TEN LARGEST TAXPAYERS
FOR THE YEAR ENDED DECEMBER 31, 2015
UNAUDITED

<u>Taxpayer</u>	<u>Type of Business</u>	<u>2015 Assessed Valuation</u>	<u>Percentage of Net Assessed Valuation</u>
V-Fee Realty	Shopping Center	\$ 22,000,000	1.71%
Roxiticus Golf Club	Golf and Tennis Club	9,955,300	0.78%
Holly Manor	Nursing Home	8,558,600	0.67%
Individual Taxpayer #1	Individual	6,430,800	0.50%
Individual Taxpayer #2	Individual	5,652,500	0.44%
Individual Taxpayer #3	Individual	5,379,200	0.42%
Individual Taxpayer #4	Individual	5,199,900	0.41%
Individual Taxpayer #5	Individual	4,398,200	0.34%
Individual Taxpayer #6	Individual	4,046,400	0.32%
MTWOL Associates LLC	Individual	4,000,000	0.31%
Total		\$ 75,620,900	5.89%

Source: Tax Collector.

Table 7

BOROUGH OF MENDHAM
COMPUTATION OF LEGAL DEBT MARGIN
DECEMBER 31, 2015
UNAUDITED

<u>Year Ended</u> <u>December 31,</u>	<u>Equalized</u> <u>Valuation Basis</u>	
2015	\$ 1,367,341,547	
2014	1,399,439,498	
2013	<u>1,354,522,277</u>	
	<u>\$ 4,121,303,322</u>	
Average equalized valuation of taxable property		\$ 1,373,767,774
Borough borrowing margin (3.5% of \$1,373,767,774)		\$ 48,081,872
Net debt as of December 31, 2015		<u>3,997,398</u>
Borough borrowing margin available		<u>\$ 44,084,474</u>

Source: Equalized valuation bases were provided by the Annual report of the State of New Jersey, Department of Treasury, Division of Taxation for 2015, 2014, and 2013.

Table 8

BOROUGH OF MENDHAM
RATIO OF NET GENERAL OBLIGATION DEBT
TO ASSESSED VALUE AND NET GENERAL OBLIGATION DEBT PER CAPITA
LAST TEN YEARS
UNAUDITED

<u>Year</u>	<u>Population (*)</u>	<u>Assessed Value</u>	<u>Net General Obligation Debt</u>	<u>Ratio of Debt to Assessed Value</u>	<u>Net General Obligation Debt Per Capita</u>
2006	5,079	\$ 1,601,473,771	\$ 5,255,019	0.33%	\$ 1,035
2007	5,031	1,600,887,548	6,086,449	0.38%	1,210
2008	5,054	1,589,321,867	5,088,236	0.32%	1,007
2009	5,058	1,582,998,674	4,970,653	0.31%	983
2010	4,986	1,296,664,611	4,901,297	0.38%	983
2011	5,008	1,291,640,675	4,547,857	0.35%	908
2012	5,026	1,289,110,375	5,588,656	0.43%	1,112
2013	5,020	1,282,175,833	5,164,345	0.40%	1,029
2014	* 5,020	1,284,514,035	4,619,586	0.36%	920
2015	5,020	1,283,810,435	3,997,398	0.31%	796

Source: Borough of Mendham Records

(*) Information provided by U.S. Bureau of the Census, Population Division, 2015 numbers not available, used 2014 as an estimate.

Table 9

BOROUGH OF MENDHAM
RATIO OF DEBT SERVICE FOR BONDED DEBT
(INCLUDING BOND ANTICIPATION NOTES) TO GOVERNMENTAL EXPENDITURES
LAST TEN YEARS
UNAUDITED

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service</u>	<u>Total General Governmental Expenditures</u>	<u>Ratio of Debt Service to General Governmental Expenditures</u>
2006	\$ 26,265	\$ 102,000	\$ 128,265	\$ 23,825,429	0.54%
2007	447,265	351,135	798,400	25,681,114	3.11%
2008	451,265	201,453	652,718	26,932,772	2.42%
2009	488,583	322,538	811,121	27,809,391	2.92%
2010	538,265	326,323	864,588	28,587,120	3.02%
2011	644,287	279,997	924,284	28,539,949	3.24%
2012	858,037	259,941	1,117,978	28,752,900	3.89%
2013	883,038	240,991	1,124,029	29,291,461	3.84%
2014	945,997	234,748	1,180,745	30,241,637	3.90%
2015	1,096,091	179,692	1,275,783	30,811,112	4.14%

Source: Borough of Mendham Records

Table 10

BOROUGH OF MENDHAM
DEMOGRAPHIC STATISTICS
LAST TEN YEARS
UNAUDITED

<u>Year</u>	<u>Unemployment Rate(**),(***)</u>	<u>Per Capita Income *,(***)</u>	<u>Population(*),(***)</u>
2006	1.50 %	67,918	5,079
2007	1.40 %	71,191	5,031
2008	1.80 %	74,025	4,981
2009	3.20 %	67,614	4,981
2010	6.30 %	69,811	4,984
2011	6.20 %	69,811	5,011
2012	6.50 %	71,933	5,025
2013	6.20 %	74,057	5,020
2014	4.70 %	74,057	4,999
2015	4.70 %	66,019	4,999

Source: Borough of Mendham Records

* Indicates County information from the U.S. Department of Commerce
 (*) Information provided by U.S. Bureau of Census, Population Division
 (**) Information provided by N.J. Department of Labor
 (***) Information not available for 2015, used 2014 as an estimate
 N/A Information unavailable

Table 11

BOROUGH OF MENDHAM
MISCELLANEOUS STATISTICS
DECEMBER 31, 2015
UNAUDITED

Date of Incorporation		May 15, 1906
Form of Government		Borough
Number of Employees	Full Time	33
	Part Time	29
Area in square miles		6
Borough of Mendham Facilities and Services :		
Miles of streets		33.66
Number of street lights		205
Culture and Recreation:		
Community Centers		2
Parks		9
Park acreage		245
Tennis courts		4
Fire protection:		
Number of Stations		1
Number of Fire personnel and officers		48
Number of calls answered		157
Number of inspections conducted		310
Emergency medical services:		
Number of Stations		1
Number of Emergency medical personnel and officers		34
Number of calls answered		387
Police protection:		
Number of stations		1
Number of police personnel and officers		13
Number of patrol units		6
Number of law violations		
Physical Arrests		43
Traffic violations		546
Parking violations		71
Sewerage System:		
Miles of sanitary sewers		32
Number of Lift Stations		4
Number of treatment plants		1
Number of service connections		1,673
Daily average treatment in gallons		325,000
Permitted daily capacity of treatment plant in gallons		450,000
Water System		Privately Owned
Facilities and services not included in the primary government:		
Cable Television System:		
Miles of service		20
Number of satellite receiving stations		25
Education:		
Number of elementary schools		2
Employees:		
Certified		68
Other		26

Source - Various Borough offices and servicing entities

SINGLE AUDIT SECTION

BOROUGH OF MENDHAM
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2015

Name of Federal Agency or Department	Name of Program	CFDA Number	Grant Period		State Grant #	Amount to Subrecipients	Grant Award	Amount Received	Amount of Expenditures
			From	To					
U.S. Department of Homeland Security: (Passed through New Jersey State Police)	Disaster Grants - Public Assistance - F.E.M.A.	97.036	1/1/2012	12/31/2015	N/A	Not Applicable	\$ 64,998	\$ 64,998 *	\$ 64,998
U.S. Department of Transportation (Passed through New Jersey Department of Transportation)	DOT Grant-Pleasant Valley Road	20.205	1/1/2012	12/31/2016	N/A	Not Applicable	250,000		
TOTAL FEDERAL AWARDS							<u>\$ 314,998</u>	<u>\$ 64,998</u>	<u>\$ 64,998</u>

BOROUGH OF MENDHAM
SCHEDULE OF EXPENDITURES OF STATE AWARDS
YEAR ENDED DECEMBER 31, 2015

New Jersey Agency or Department	Name of Program	State Grant Award Number	Grant Period		Grant Award	Amount Received	Amount of Expenditures	Cumulative Amount of Expenditures
			From	To				
Department of Law and Public Safety	Body Armor Replacement Fund	98-718-066-	01/01/14	12/31/15	\$ 1,756		\$ 1,756	\$ 1,756
		1020-001	01/01/15	12/31/16	1,426	\$ 1,426	1,094	1,094
Subtotal - Department of Law and Public Safety						1,426	2,850	2,850
Department of Environmental Protection	Clean Communities Act	765-042-4900	01/01/14	12/31/15	9,931		9,071	9,307
		004-178910	01/01/15	12/31/16	11,318	11,318	2,991	2,991
Subtotal - Department of Environmental Protection						11,318	12,062	12,298
TOTAL STATE AWARDS						<u>\$ 12,744</u>	<u>\$ 14,912</u>	<u>\$ 15,148</u>

* - expenditures occurred in prior year.

N/A - not available

See Accompanying Notes to the Schedules of Expenditures of Federal and State Awards

BOROUGH OF MENDHAM
NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS
YEAR ENDED DECEMBER 31, 2015

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 Mendham under programs of the federal and state governments for the year ended December 31, 2015. 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, Slate 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 presented using the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowed 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 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.

D. STATE LOAN OUTSTANDING

The Borough has the following loan outstanding as of December 31, 2015:

Green Acres Program	\$136,151
---------------------	-----------

The Borough is in the process of repaying this loan. There were no loan receipts or expenditures in the current year. The project related to the loan is complete.



Mount Arlington Corporate Center
 200 Valley Road, Suite 300
 Mt. Arlington, NJ 07856
 973-328-1825 | 973-328-0507 Fax
 Lawrence Business Park
 11 Lawrence Road
 Newton, NJ 07860
 973-383-6699 | 973-383-6555 Fax

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 Mendham
 Mendham, New Jersey

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 Mendham, in the County of Morris (the "Borough") as of, and for the year ended, December 31, 2015 and the related notes to the financial statements and have issued our report thereon dated February 19, 2016. 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. That qualified report also indicated that we did not audit the general fixed assets account group.

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) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Borough's internal control. Accordingly, we do not express an opinion on the effectiveness of 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 were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal

The Honorable Mayor and Members
of the Borough Council
Borough of Mendham
Page 2

control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying Schedule of Findings and Responses as Findings 2015-01, and 2015-02 that we consider to be significant deficiencies.

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 determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Borough's Response to the Findings


The Borough's response to the findings 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 results 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.

Mount Arlington, New Jersey
February 19, 2016


NISIVOCCIA LLP


Francis J. Jones
Certified Public Accountant
Registered Municipal Accountant No. 442

BOROUGH OF MENDHAM
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED DECEMBER 31, 2015

Summary of Auditors' Results:

- The Independent Auditors' Report expresses a qualified 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, as the general fixed assets account group was not audited.
- Significant deficiencies disclosed during the audit of the financial statements are 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 OMB's Circular 15-08 for the year ended December 31, 2015 as both state and federal grant expenditures were less than the single audit thresholds of \$750,000.

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 deficiencies required to be reported under Generally Accepted Government Auditing Standards:

Finding 2015-1

The Borough does not maintain an adequate segregation of duties with respect to the recording and treasury functions. 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. The various departments/offices of the Borough are responsible for the issuance of permits and licenses; collection of taxes, and permit and license fees; recording of collections; and processing of payroll. This is due, in part, to the limited number of personnel of the Borough and the decentralized nature of governmental collection procedures. Accordingly, the duties of personnel involved with both the recording and treasury functions should be reviewed to determine whether duties can be reassigned to existing personnel in order to improve the segregation of duties.

Finding 2015-2

The Borough does not maintain a fixed assets accounting and reporting system. A fixed asset accounting and reporting system is required to be in compliance with the Division's accounting requirements. A fixed assets accounting and reporting system would be used to identify assets held by the Borough, their cost, acquisition date, location, and other pertinent information. In addition to maintaining records of acquisitions, disposals and movement of fixed assets, the system could possibly be used to aid in the planning for replacement of assets.

Management's Response

The findings were evaluated, however due to budgetary constraints no resolution can be made at this time. We will continue to monitor these two areas and look for ways to make improvements using the funds available to the Borough.

BOROUGH OF MENDHAM
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED DECEMBER 31, 2015
(Continued)

Findings and Questioned Costs for Federal Awards:

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

Findings and Questioned Costs for State Awards:

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

BOROUGH OF MENDHAM
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2015

The Borough had two findings in the prior year and those findings are repeated for the current year as listed on the Schedule of Findings and Responses.

**COMMENTS AND RECOMMENDATIONS
SECTION**

BOROUGH OF MENDHAM
COMMENTS AND RECOMMENDATIONS

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

N.J.S. 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. 1071, c.198 (C.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 (C.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 (C.40A11-2), 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. 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 therefor, 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 January 1, 2011, the bid threshold in accordance with N.J.S. 40A:11-4 is \$17,500.

The governing body of the Borough of Mendham has the responsibility of determining whether the expenditures in any category will exceed the bid threshold within the fiscal year and where question arises as to whether any contract or agreement might result in violation of the statute, the Borough Attorney's opinion should be sought before a commitment is made.

BOROUGH OF MENDHAM
COMMENTS AND RECOMMENDATIONS
(Continued)

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

The minutes indicated that bids were requested by public advertising per N.J.S. 40A:11-4. The minutes also indicated that resolutions were adopted authorizing the awarding of contracts or agreements for "Professional Services," per N.J.S. 40A:11-5.

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

The statute provides the method for authorizing interest and the maximum rates to be charged for the nonpayment of taxes or assessments on or before the date when they would become delinquent. In January 2015, the governing body adopted a resolution authorizing interest to be charged on delinquent taxes including the following:

BE IT RESOLVED by the Mayor and Council of the Borough of Mendham, County of Morris, and State of New Jersey, that the rate of interest on unpaid taxes shall be eight percent (8%) per annum on the first One Thousand Five Hundred (\$1,500) Dollars of delinquency and 18 percent (18%) per annum on any amount of delinquency in excess of One Thousand Five Hundred (\$1,500) Dollars to be calculated from the date the tax was payable until the date of actual payment; and

BE IT FURTHER RESOLVED, that the rate of interest on unpaid sewer bills shall be eight percent (8%) per annum to be calculated from the date the tax was payable until the date of actual payment, provided that no interest shall be charged if payment of any bill is made within thirty (30) days following the billing date, and

BE IT FURTHER RESOLVED, that in addition to the interest provided above, on all delinquencies of taxes and municipal charges in excess of Ten Thousand (\$10,000) Dollars and which are not paid prior to the end of the fiscal year; the Tax Collector shall also collect a penalty of six percent (6%) of the amount of the delinquency in addition to the interest herein above provided.

It appears from a test examination of the Collector's records that interest was generally collected in accordance with the foregoing resolution.

Delinquent Taxes and Tax Title Liens

A tax sale was held during the year ended December 31, 2015. All eligible properties were included in the sale.

BOROUGH OF MENDHAM
COMMENTS AND RECOMMENDATIONS
(Continued)

Delinquent Taxes and Tax Title Liens (Cont'd)

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

<u>Year</u>	<u>Number of Liens</u>
2015	2
2014	2
2013	2

Verification of Delinquent Taxes and Other Charges

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

<u>Type</u>	<u>Number Mailed</u>
Payments of 2015 Taxes	25
Payments of 2016 Taxes	25
Delinquent Taxes	10
Payments of Sewer Utility Charges	5
Delinquent Sewer Utility Charges	10

Verification notices were mailed to confirm balances as of December 31, 2015. The items that were returned were checked and in agreement with the Borough's records. For items not returned, alternative procedures were performed, as appropriate.

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 in compliance with the New Jersey Administrative Code accounting requirements at December 31, 2015, except for the fixed assets records more fully described in the preceding Schedule of Findings and Responses.

BOROUGH OF MENDHAM
COMMENTS AND RECOMMENDATIONS
(Continued)

Municipal Court

The transactions for the year 2015 were as follows:

RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 2015

	Balance Dec. 31, 2014	Receipts	Dis- bursements	Balance Dec. 31, 2015
State of New Jersey	\$ 2,514	\$ 33,687	\$ 33,356	\$ 2,845
County	1,341	20,519	20,093	1,767
Municipality	2,319	41,740	41,235	2,824
Municipality POAA		18	16	2
Conditional Discharge		220	75	145
Public Defender	200	1,910	2,040	70
Weights and Measures	1,900	14,400	14,100	2,200
	<u>\$ 8,274</u>	<u>\$ 112,494</u>	<u>\$ 110,915</u>	<u>\$ 9,853</u>

Management Suggestions

Deferred Compensation Plans

The Borough has a fiduciary responsibility to its employees related to the deferred compensation plan offered by the Borough. The Borough should consider a periodic review of the benefits, features, costs, and performance of its deferred compensation plan and make that information available to employees to assist employees in making suitable choices for investing their retirement funds while fulfilling the Borough's fiduciary responsibilities.

Independent Contractors

The Borough should consider reviewing the status of "Independent Contractors" utilized by the Borough with Internal Revenue Service guidelines for determination of employment status. The IRS has been reviewing employers, including governments, to determine compliance. A proactive approach may help to minimize or eliminate potential penalties related to incorrect employment status determination.

Cyber Security

Cybercrime has become much more prevalent in the last few years. Websites and internal networks, including personally identifiable information ("PII"), have been hacked and resulted in significant losses to organizations, both financial and reputational. We suggest that the Borough consider options to test and protect the Borough from cybercrime.

Corrective Action Plan

The Borough has initiated a corrective action plan to resolve comments and recommendations from the 2014 audit report. The recommendations regarding segregation of duties and fixed assets are repeated from the 2014 report.

BOROUGH OF MENDHAM
SUMMARY OF RECOMMENDATIONS

It is recommended that:

1. An adequate segregation of duties be maintained with respect to the recording and treasury functions.
2. The Borough implement a fixed assets accounting and reporting system.

* * * * *