

*BOROUGH OF KINNELON*

*COUNTY OF MORRIS*

*REPORT OF AUDIT*

*2020*

*NISIVOCIA LLP*  
*CERTIFIED PUBLIC ACCOUNTANTS*

BOROUGH OF KINNELON

COUNTY OF MORRIS

REPORT OF AUDIT

2020

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BOROUGH OF KINNELON

PART I

FINANCIAL STATEMENTS AND SUPPLEMENTARY DATA

YEAR ENDED DECEMBER 31, 2020



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Independent Member  
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## Independent Auditors' Report

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

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

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

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

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

### ***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America, audit requirements prescribed by the Division, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Borough's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Borough's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

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

As described in Note 1, the financial statements are prepared by the Borough on the basis of accounting practices prescribed or permitted by the Division to demonstrate compliance with the Division's regulatory basis of accounting and the budget laws of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

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

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statements referred to above do not present fairly in accordance with accounting principles generally accepted in the United States of America the financial position of each fund and account group of the Borough as of December 31, 2020 and 2019, or the changes in financial position or where applicable, cash flows thereof for the years then ended.

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

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

***Other Matters***

***Supplementary Information***

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

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



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

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

In accordance with *Government Auditing Standards*, we have also issued our report dated April 26, 2021 on our consideration of the Borough of Kinnelon's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough of Kinnelon's internal control over financial reporting and compliance.

April 26, 2021  
Mount Arlington, New Jersey

NISIVOCCIA LLP

*Raymond A. Sarinelli*

Raymond A. Sarinelli

Certified Public Accountant

Registered Municipal Accountant No. 563

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
CURRENT FUND

BOROUGH OF KINNELON  
CURRENT FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

		December 31,	
<u>ASSETS</u>	<u>Ref.</u>	2020	2019
Regular Fund:			
Cash and Cash Equivalents:			
Treasurer	A-4	\$ 5,982,830.77	\$ 4,870,398.55
Change Funds		680.00	680.00
		5,983,510.77	4,871,078.55
Due From State of New Jersey			
Senior Citizen and Veterans Deductions		1,423.52	934.88
Receivables and Other Assets With Full Reserves:			
Delinquent Property Taxes Receivable	A-7	463,315.71	407,311.45
Tax Title Liens Receivable	A-8	941,118.38	855,935.90
Property Acquired for Taxes - Assessed Valuation		1,210,750.00	1,210,750.00
Revenue Accounts Receivable	A-9	2,312.97	3,184.50
Due from Animal Control Trust Fund	B	15,120.93	28,931.53
Due from General Capital Fund	C	50,000.00	50,000.00
Total Receivables and Other Assets		2,632,617.99	2,556,113.38
Deferred Charges:			
Special Emergency Authorizations			52,000.00
Total Deferred Charges			52,000.00
Total Regular Fund		8,617,552.28	7,480,126.81
Federal and State Grant Fund:			
Federal and State Grants Receivable	A-13	172,530.54	172,530.54
Due from Current Fund	A	144,468.61	168,890.32
Total Federal and State Grant Fund		316,999.15	341,420.86
<u>TOTAL ASSETS</u>		\$ 8,934,551.43	\$ 7,821,547.67

BOROUGH OF KINNELON  
CURRENT FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	Ref.	December 31	
		2020	2019
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Regular Fund:			
Appropriation Reserves:			
Unencumbered	A-3;A-11	\$ 1,355,294.11	\$ 880,164.24
Encumbered	A-3;A-11	242,211.63	147,794.58
Total Appropriation Reserves		1,597,505.74	1,027,958.82
Accounts Payable - Vendors		64,710.42	64,710.42
Tax Overpayments		13,894.38	53,711.22
Prepaid Taxes		374,617.87	306,489.42
Due to Borough of Butler - Electric Payments		212.80	212.80
Due State of New Jersey:			
Building Surcharge Fees		10,814.00	10,476.00
Marriage License / Domestic Partnership		2,347.00	2,079.00
Due to Federal and State Grant Fund	A	144,468.61	168,890.32
Due to Other Trust Funds	B	301,613.65	221,128.65
Due to General Capital Fund	C	463,930.29	
Reserve for Pending Tax Appeals		409,974.02	409,974.02
Reserve for Sale of Municipal Assets		215,881.00	290,881.00
Unappropriated Reserves			2,839.00
		3,599,969.78	2,559,350.67
Reserve for Receivables and Other Assets	A	2,632,617.99	2,556,113.38
Fund Balance	A-1	2,384,964.51	2,364,662.76
Total Regular Fund		8,617,552.28	7,480,126.81
Federal and State Grant Fund:			
Appropriated Reserves	A-14	296,494.97	338,693.25
Unappropriated Reserves	A-15	19,439.09	2,067.61
Encumbrances Payable	A-14	1,065.09	660.00
Total Federal and State Grant Fund		316,999.15	341,420.86
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 8,934,551.43</u>	<u>\$ 7,821,547.67</u>

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

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

	Ref.	Year Ended December 31,	
		2020	2019
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized	\$	1,556,200.00	\$ 1,315,000.00
Miscellaneous Revenue Anticipated		1,506,595.78	2,103,828.89
Receipts from Delinquent Taxes		399,012.53	393,520.27
Receipts from Current Taxes		55,170,699.69	54,179,836.41
Nonbudget Revenue		87,379.16	141,779.50
Other Credits to Income:			
Unexpended Balance of Appropriation Reserves		391,925.73	325,826.80
Interfunds Returned		63,810.60	160,963.00
Cancellation of Reserve for Revaluation of Real Property			8,900.05
Cancellation of Reserve for Assault Weapons Fees			40.00
Cancellation of Unappropriated Reserves		2,839.00	
Total Income		59,178,462.49	58,629,694.92
<u>Expenditures</u>			
Budget and Emergency Appropriations:			
Municipal Purposes		13,159,687.43	13,022,049.09
County Taxes		5,549,238.67	5,607,323.95
Local District School Tax		38,787,550.00	38,077,302.54
Municipal Open Space Tax		105,484.64	106,128.65
Reserve for Pending Tax Appeals			170,000.00
Interfunds Advanced			78,931.53
Total Expenditures		57,601,960.74	57,061,735.76
Excess in Revenue		1,576,501.75	1,567,959.16
<u>Fund Balance</u>			
Balance January 1		2,364,662.76	2,111,703.60
		3,941,164.51	3,679,662.76
Decreased by:			
Utilization as Anticipated Revenue		1,556,200.00	1,315,000.00
Balance December 31	A	\$ 2,384,964.51	\$ 2,364,662.76

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

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

	Anticipated		Excess or
	Budget	Added by N.J.S.A 40A:4-87	Deficit *
Fund Balance Anticipated	\$ 1,556,200.00		\$ 1,556,200.00
Miscellaneous Revenue:			
Licenses:			
Alcoholic Beverage	3,000.00		\$ 2,796.00
Other	10,000.00		384.00 *
Fees and Permits	45,000.00		6,668.00
Municipal Court Fines and Costs	50,000.00		19,925.60 *
Interest and Costs on Taxes	110,000.00		17,271.79
Interest on Investments & Deposits	100,000.00		50,232.89 *
Cablevision Franchise Fees	45,000.00		191.00 *
Watershed Moratorium Offset Aid	45,261.00		
Energy Receipts Taxes	557,994.00		
Garden State Preservation Trust Fund	267,939.00		94,243.00 *
Uniform Construction Code Official	141,000.00		4,758.00 *
Reserve for Sale of Municipal Assets	75,000.00		
Reserve to Pay Debt Service	155,000.00		
Body Armor Replacement Fund		\$ 1,842.95	
Clean Communities Grant		21,117.53	
Morris County Heritage Commission		1,440.00	
Highlands Water Management Grant		20,000.00	
Total Miscellaneous Revenue	1,605,194.00	44,400.48	142,998.70 *
Receipts from Delinquent Taxes	310,000.00		89,012.53
Amount to be Raised by Taxes for Support of Municipal Budget:			
Minimum Library Tax	717,195.00		
Local Tax for Municipal Purposes	10,610,650.68		1,076,586.01
Total Amount to be Raised by Taxes for Support of Municipal Budget	11,327,845.68		1,076,586.01
Budget Totals	14,799,239.68	44,400.48	1,308,597.24
Nonbudget Revenue			87,379.16
Totals	\$ 14,799,239.68	\$ 44,400.48	\$ 1,109,979.00

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

Allocation of Current Tax Collections:

Revenue from Collections	\$ 55,170,699.69
Allocated to School, County and Open Space Taxes	44,442,273.31
Balance for Support of Municipal Budget	10,728,426.38
Add: Appropriation "Reserve for Uncollected Taxes"	1,676,005.31

Realized for Support of Municipal Budget	\$ 12,404,431.69
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Receipts from Delinquent Taxes:

Delinquent Tax Collections	\$ 399,012.53
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Interest on Investments & Deposits:

Collections in Current Fund	\$ 45,509.94
Due from Other Trust Funds	3,840.55
Due from Animal Control Trust Fund	416.62
	\$ 49,767.11

Analysis of Nonbudget Revenue:

Miscellaneous Revenue Not Anticipated:	
Uniform Fire Safety	\$ 25,863.38
Interlocal Agreement - Township of Boonton	3,360.00
Police Outside Duty Administration Fees	15,982.02
2% Administrative Fee - Seniors' and Veterans' Deduction	984.94
Other Miscellaneous Revenue Not Anticipated:	26,067.89
	\$ 72,258.23

Statutory Excess in Animal Control Fund- Due from Animal Control Fund	15,120.93
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	\$ 87,379.16
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BOROUGH OF KINNELON  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2020

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS":					
GENERAL GOVERNMENT:					
Department of Administration:					
Salaries and Wages	\$ 3,270.00	\$ 3,270.00	\$ 3,179.86	\$ 90.14	
Other Expenses	69,360.00	87,360.00	78,901.33	8,458.67	
Office of the Mayor:					
Salaries and Wages	19,500.00	19,500.00	19,499.52	0.48	
Other Expenses	2,000.00	2,000.00	129.83	1,870.17	
Municipal Clerk					
Salaries and Wages	118,280.00	118,280.00	113,487.91	4,792.09	
Other Expenses	76,800.00	54,300.00	48,110.95	6,189.05	
Financial Administration:					
Salaries and Wages	229,550.00	229,550.00	219,110.98	10,439.02	
Other Expenses	39,400.00	19,400.00	2,493.51	16,906.49	
Webmaster - Other Expenses	2,250.00	2,250.00	2,000.00	250.00	
Audit Services:					
Other Expenses	33,500.00	33,500.00	17,777.00	15,723.00	
Collection of Taxes:					
Salaries and Wages	84,500.00	84,500.00	68,996.12	15,503.88	
Other Expenses	15,200.00	15,200.00	6,929.15	8,270.85	
Assessment of Taxes:					
Salaries and Wages	69,210.00	69,210.00	66,949.27	2,260.73	
Other Expenses	16,400.00	16,400.00	5,245.00	11,155.00	
Legal Services and Costs:					
Other Expenses	130,200.00	157,775.00	157,761.03	13.97	
Engineering Services and Costs:					
Other Expenses	15,000.00	15,000.00	8,750.00	6,250.00	



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

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS":					
GENERAL GOVERNMENT:					
Municipal Land Use Law (N.J.S.A. 40:55D-1):					
Historical Preservation Commission					
Salaries and Wages	\$ 8,085.00	\$ 8,085.00	\$ 3,903.20	\$ 4,181.80	
Other Expenses	19,265.00	19,265.00	7,901.72	11,363.28	
Planning Board:					
Salaries and Wages	15,835.00	15,835.00	15,792.44	42.56	
Other Expenses	25,000.00	15,000.00	3,331.19	11,668.81	
Zoning Board of Adjustment:					
Salaries and Wages	1,135.00	1,245.00	1,244.24	0.76	
Other Expenses	12,775.00	12,775.00	5,307.47	7,467.53	
PUBLIC SAFETY:					
Municipal Court:					
Salaries and Wages	91,275.00	91,275.00	81,191.80	10,083.20	
Other Expenses	14,750.00	14,750.00	5,094.43	9,655.57	
Police Department:					
Salaries and Wages	2,357,070.00	2,352,070.00	2,184,393.86	167,676.14	
Other Expenses	197,450.00	182,450.00	171,247.09	11,202.91	
Police Dispatch/911:					
Salaries and Wages	111,015.00	114,615.00	114,606.95	8.05	
Office of Emergency Management:					
Salaries and Wages	2,825.00	2,841.00	2,840.97	0.03	
Other Expenses	470.00	470.00	75.00	395.00	
Aid to Volunteer Fire Companies:					
Other Expenses	95,000.00	95,000.00	91,108.01	3,891.99	

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

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS":					
PUBLIC SAFETY:					
Aid to Tri-Borough Ambulance Squad:					
Other Expenses	\$ 36,000.00	\$ 36,000.00	\$ 30,000.00	\$ 6,000.00	
Fire Hydrants	65,000.00	65,000.00	62,570.11	2,429.89	
Fire Prevention Bureau:					
Salaries and Wages	14,860.00	14,860.00	12,959.81	1,900.19	
Other Expenses	7,180.00	7,180.00	1,863.10	5,316.90	
Municipal Prosecutor's Office:					
Other Expenses	16,000.00	16,000.00	12,000.00	4,000.00	
PUBLIC WORKS:					
Streets and Roads Maintenance:					
Salaries and Wages	1,053,945.00	1,045,368.00	892,266.18	153,101.82	
Other Expenses	237,500.00	160,525.00	110,508.60	50,016.40	
Solid Waste Collections:					
Salaries and Wages	15,300.00	15,300.00	15,164.40	135.60	
Other Expenses	796,666.66	796,666.66	721,851.49	74,815.17	
Building and Grounds:					
Salaries and Wages	35,000.00	35,000.00	4,000.00	31,000.00	
Other Expenses	60,400.00	78,000.00	77,335.40	664.60	
Vehicles and Maintenance					
Other Expenses	62,000.00	62,000.00	40,205.83	21,794.17	

BOROUGH OF KINNELON

CURRENT FUND

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

(Continued)

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS":					
HEALTH AND HUMAN SERVICES:					
Board of Health:					
Salaries and Wages	\$ 26,865.00	\$ 36,865.00	\$ 36,672.41	\$ 192.59	
Other Expenses	1,350.00	1,350.00	926.40	423.60	
Animal Control Services:					
Other Expenses	1,000.00	1,000.00		1,000.00	
Senior Citizen Programs:					
Other Expenses	2,200.00	2,200.00	2,200.00		
Environmental Commission:					
Salaries and Wages	7,730.00	7,730.00	5,142.67	2,587.33	
Other Expenses	1,850.00	1,850.00	587.16	1,262.84	
PARKS AND RECREATION FUNCTIONS:					
Recreation Services:					
Salaries and Wages	89,625.00	92,625.00	91,209.63	1,415.37	
Other Expenses	71,000.00	71,000.00	57,233.81	13,766.19	
Smoke Rise - Condo Costs:					
Other Expenses	155,000.00	155,000.00	75,730.06	79,269.94	
OTHER COMMON OPERATING FUNCTIONS:					
Accumulated Leave Compensation:					
Other Expenses	20,000.00	20,000.00	20,000.00		
Celebration of Public Events:					
Other Expenses	20,000.00	23,000.00	17,690.39	5,309.61	

BOROUGH OF KINNELON

CURRENT FUND

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

(Continued)

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS":					
UTILITY EXPENSE AND BULK PURCHASES:					
Electricity	\$ 63,500.00	\$ 63,500.00	\$ 51,123.31	\$ 12,376.69	
Street Lighting	14,000.00	14,000.00	10,381.20	3,618.80	
Telephone	55,000.00	55,000.00	52,481.32	2,518.68	
Water	39,000.00	45,400.00	44,761.65	638.35	
Natural Gas	20,000.00	20,000.00	11,062.33	8,937.67	
Gasoline	80,000.00	77,761.92	32,529.61	45,232.31	
Landfill Tipping Fees	373,000.00	422,000.00	376,561.38	45,438.62	
	13,755.00	14,005.00	13,996.62	8.38	
	350.00	350.00		350.00	
	201,436.00	215,436.00	215,253.75	182.25	
	158,415.00	158,416.00	158,416.00		
	915,000.00	915,000.00	713,177.13	201,822.87	
	29,500.00	32,600.00	32,552.53	47.47	
	2,000.00	2,000.00		2,000.00	
	8,637,797.66	8,633,159.58	7,507,774.11	1,125,385.47	
Total Operations Within "CAPS"					
Detail:					
Salaries and Wages	4,368,630.00	4,392,214.00	3,989,562.97	402,651.03	
Other Expenses	4,269,167.66	4,240,945.58	3,518,211.14	722,734.44	

STATE UNIFORM CONSTRUCTION CODE:

Construction Official:

Salaries and Wages 8.38  
Other Expenses 350.00

INSURANCE:

General Liability 182.25  
Workers Compensation  
Employee Group Health 201,822.87  
Employee Group Health Waiver 47.47  
Flexible Spending Advance 2,000.00

Total Operations Within "CAPS" 1,125,385.47

Detail:

Salaries and Wages 402,651.03  
Other Expenses 722,734.44

BOROUGH OF KINNELON

CURRENT FUND

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

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Deferred Charges and Statutory Expenditures - Municipal within "CAPS":					
Statutory Expenditures:					
Contributions to:					
Police & Firemen's Retirement System	\$ 556,531.00	\$ 557,031.00	\$ 557,024.64	\$ 6.36	
Public Employees' Retirement System	299,991.00	303,635.00	303,634.56	0.44	
Public Employees' DCRP System	8,750.00	9,244.00	7,545.15	1,698.85	
Social Security System (O.A.S.I.)	340,000.00	340,000.00	307,100.88	32,899.12	
Unemployment Insurance	17,000.00	17,000.00	12,394.44	4,605.56	
<b>Total Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"</b>	<b>1,222,272.00</b>	<b>1,226,910.00</b>	<b>1,187,699.67</b>	<b>39,210.33</b>	
<b>Total General Appropriations for Municipal Purposes Within "CAPS"</b>	<b>9,860,069.66</b>	<b>9,860,069.58</b>	<b>8,695,473.78</b>	<b>1,164,595.80</b>	
Operations Excluded from "CAPS":					
Aid to Library (N.J.S.A 40:54-35):					
Other Expenses	717,195.00	717,195.00	553,437.67	163,757.33	
Storm Water Management (N.J.S.A. 40A:4-45.3):					
Salaries and Wages	30,780.00	30,780.00	27,354.89	3,425.11	
Other Expenses	5,000.00	5,000.00	4,463.49	536.51	
Reserve for Tax Appeals	20,000.00	20,000.00	12,263.93	7,736.07	
Length of Service Awards Program	17,600.00	17,600.00	13,845.00	3,755.00	
Public & Private Programs Offset by Revenue:					
Body Armor Replacement Grant (N.J.S.A 40A:4-87, +\$1,842.95)		1,842.95	1,842.95		
Clean Communities Grant (N.J.S.A 40A:4-87, +\$21,117.53)		21,117.53	21,117.53		
Morris County Heritage Commission (N.J.S.A 40A:4-87, +\$1,440.00)		1,440.00	1,440.00		
Highlands Water Management Grant (N.J.S.A 40A:4-87, +\$20,000.00)		20,000.00	20,000.00		
<b>Total Operations - Excluded from "CAPS"</b>	<b>790,575.00</b>	<b>834,975.48</b>	<b>655,765.46</b>	<b>179,210.02</b>	

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

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Excluded from "CAPS": (Cont'd)					
Detail:					
Salaries & Wages	\$ 30,780.00	\$ 30,780.00		\$ 30,780.00	
Other Expenses	759,795.00	759,795.00		759,795.00	
Shared Service Agreements:					
Interlocal Health Services Agreement - Pequannock	131,778.00	131,778.00	\$ 131,778.00		
Construction Code - Bloomingdale	244,500.00	244,500.00	233,453.50	11,046.50	
Dial-A-Ride - Pequannock	103,234.00	103,234.00	103,234.00		
Interlocal ACO Services - Bloomingdale	28,375.00	28,375.08	28,375.08		
Interlocal Dispatch - Butler	33,075.00	33,075.00	33,075.00		
Interlocal Mechanic Services - Bloomingdale	15,500.00	15,500.00	15,058.21	441.79	
Total Shared Service Agreement	556,462.00	556,462.08	544,973.79	11,488.29	
Capital Improvements - Excluded from "CAPS":					
Capital Improvement Fund	175,000.00	175,000.00	175,000.00		
Total Capital Improvements - Excluded from "CAPS"	175,000.00	175,000.00	175,000.00		

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

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Municipal Debt Service - Excluded from "CAPS":					
Payment of Bond Principal	\$ 950,000.00	\$ 950,000.00	\$ 950,000.00		
Payment of Bond Anticipation Notes	300,000.00	300,000.00	300,000.00		
Interest on Bonds	267,250.00	267,250.00	267,250.00		
Interest on Notes	100,745.50	100,745.50	92,798.08		\$ 7,947.42
<b>Total Municipal Debt Service - Excluded from "CAPS"</b>	<b>1,617,995.50</b>	<b>1,617,995.50</b>	<b>1,610,048.08</b>		<b>7,947.42</b>
Deferred Charges - Excluded from "CAPS":					
Deferred Charges to Future Taxation - Unfunded Ordinance 02-11	126.00	126.00	126.00		
Ordinance 13-11	69,062.00	69,062.00	69,062.00		
Ordinance 05-16	1,944.21	1,944.21	1,944.21		
Special Emergency Authorizations - 5 years	52,000.00	52,000.00	52,000.00		
<b>Total Deferred Charges - Excluded from "CAPS"</b>	<b>123,132.21</b>	<b>123,132.21</b>	<b>123,132.21</b>		
<b>Total General Appropriations - Excluded from "CAPS"</b>	<b>3,263,164.71</b>	<b>3,307,565.27</b>	<b>3,108,919.54</b>	<b>\$ 190,698.31</b>	<b>7,947.42</b>
Subtotal General Appropriations	13,123,234.37	13,167,634.85	11,804,393.32	1,355,294.11	7,947.42
Reserve for Uncollected Taxes	1,676,005.31	1,676,005.31	1,676,005.31		
<b>Total General Appropriations</b>	<b>\$ 14,799,239.68</b>	<b>\$ 14,843,640.16</b>	<b>\$ 13,480,398.63</b>	<b>\$ 1,355,294.11</b>	<b>\$ 7,947.42</b>

Ref. A

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

	<u>Ref.</u>	<u>Analysis of</u>	
		<u>Budget After Modification</u>	<u>Paid or Charged</u>
Adopted Budget		\$ 14,799,239.68	
Added by N.J.S.A. 40A:4-87		<u>44,400.48</u>	
		<u>\$ 14,843,640.16</u>	
Cash Disbursed			\$ 11,413,838.69
Encumbrances	A		242,211.63
Due to General Capital Fund:			
Bond Anticipation Note Principal and Interest			392,798.08
Deferred Charges			
Special Emergency Authorizations			52,000.00
Transfer to Appropriated Grant Reserves:			
Federal and State Grants			44,400.48
Reserve for Uncollected Taxes			<u>1,676,005.31</u>
			<u>13,892,386.40</u>
Less: Appropriation Refunds			<u>411,987.77</u>
			<u>\$ 13,480,398.63</u>

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



BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
TRUST FUNDS

BOROUGH OF KINNELON  
COMPARATIVE BALANCE SHEET - TRUST FUNDS - REGULATORY BASIS

	Ref.	December 31	
		2020	2019
<u>ASSETS</u>			
Animal Control Fund:			
Cash and Cash Equivalents:			
Treasurer	B-4	\$ 60,369.23	\$ 81,204.43
		<u>60,369.23</u>	<u>81,204.43</u>
Other Trust Funds:			
Cash and Cash Equivalents	B-4	2,431,833.54	2,263,957.23
Due From Current Fund	A	301,613.65	221,128.65
		<u>2,733,447.19</u>	<u>2,485,085.88</u>
<u>TOTAL ASSETS</u>		<u>\$ 2,793,816.42</u>	<u>\$ 2,566,290.31</u>

LIABILITIES, RESERVES AND FUND BALANCE

Animal Control Fund:			
Reserve for Animal Control Expenditures	B-5	43,757.20	44,053.20
Due To State of New Jersey		1,491.10	1,352.50
Due to Current Fund	A	15,120.93	28,931.53
Prepaid licenses			6,867.20
		<u>60,369.23</u>	<u>81,204.43</u>

BOROUGH OF KINNELON  
COMPARATIVE BALANCE SHEET - TRUST FUNDS - REGULATORY BASIS

	Ref.	December 31	
		2020	2019
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Other Trust Funds:			
Due to General Capital Fund	C	\$ 150,000.00	\$ 150,000.00
Reserve for:			
Special Deposits		439,306.46	470,445.39
Developers Deposits - Escrow		175,372.83	154,447.45
Special Recreation		63,886.75	82,224.84
Historical Commission		11,253.72	11,199.52
Community Policing Donation		847.39	843.30
Open Space		238,993.45	221,526.67
Storm Recovery		433,134.65	360,723.54
Accumulated Absences		655,248.69	525,248.69
Parking Offenses Adjudication Act		485.28	466.99
Recycling		8,806.26	26,379.47
Forfeited Assets		12,568.09	12,568.09
Uniform Fire Safety Act		5,479.62	5,453.22
Municipal Alliance		1,158.15	3,289.80
Tax Sale Premium		425,920.13	378,725.76
Clerk Special		23,805.88	23,805.88
K-Fest		294.74	293.32
Public Defender		1,524.19	1,968.29
Flexible Spending		8,628.55	8,542.97
Police Outside Services		70,746.05	40,975.20
Planning Board Inspection		5,986.31	5,957.49
		<u>2,733,447.19</u>	<u>2,485,085.88</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 2,793,816.42</u>	<u>\$ 2,566,290.31</u>

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

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

NOT APPLICABLE

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

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

NOT APPLICABLE

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

NOT APPLICABLE

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

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
GENERAL CAPITAL FUND

BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	Ref.	December 31,	
		2020	2019
<u>ASSETS</u>			
Cash and Cash Equivalents	C-2	\$ 735,159.96	\$ 2,823,297.63
Grants Receivable:			
New Jersey Department of Transportation		617,644.06	617,644.06
Morris County Open Space		1,700,000.00	1,700,000.00
Morris County Municipal Utility Authority		150,000.00	150,000.00
Morris County Park Commission		300,000.00	300,000.00
New Jersey Highlands Council		300,000.00	300,000.00
Other Sources		100,000.00	100,000.00
Due from Sewer Utility Operating Fund	E	45,000.00	45,000.00
Due from Current Fund	A	463,930.29	
Due from Open Space Trust Fund	B	150,000.00	150,000.00
Due from Water Utility Capital Fund	D	4,719.00	
Deferred Charges to Future Taxation:			
Funded		8,820,000.00	9,770,000.00
Unfunded	C-4	3,616,215.79	3,987,348.00
<u>TOTAL ASSETS</u>		<u>\$ 17,002,669.10</u>	<u>\$ 19,943,289.69</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Serial Bonds Payable	C-8	\$ 8,820,000.00	\$ 9,770,000.00
Bond Anticipation Notes Payable	C-7	3,360,850.00	3,660,850.00
Due Current Fund	A		50,000.00
Improvement Authorizations:			
Funded	C-5	2,910,585.08	3,492,744.55
Unfunded	C-5	1,094,720.40	1,789,091.52
Capital Improvement Fund	C-6	334,735.00	564,735.00
Reserve:			
To Pay Debt Service		462,812.43	596,902.43
For Cost of Issuance		2,701.00	2,701.00
For Housing Rehabilitation		15,550.00	15,550.00
Fund Balance	C-1	715.19	715.19
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 17,002,669.10</u>	<u>\$ 19,943,289.69</u>

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

BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>Ref.</u>	
Balance December 31, 2019	C	<u>\$ 715.19</u>
Balance December 31, 2020	C	<u><u>\$ 715.19</u></u>

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



BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
WATER UTILITY FUND

BOROUGH OF KINNELON  
WATER UTILITY FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	Ref.	December 31	
		2020	2019
<u>ASSETS</u>			
Operating Fund:			
Cash and Cash Equivalents:			
Treasurer	D-4	\$ 612,114.48	\$ 473,244.55
Change Fund		100.00	100.00
		<u>612,214.48</u>	<u>473,344.55</u>
Other Receivables			
Due from Sewer Utility Operating Fund	E	92.24	92.24
		<u>30.25</u>	<u>30.25</u>
		<u>612,336.97</u>	<u>473,467.04</u>
Receivables and Other Assets with Full Reserves:			
Consumer Accounts Receivable	D-6	14,749.73	12,937.68
		<u>14,749.73</u>	<u>12,937.68</u>
Total Operating Fund		<u>627,086.70</u>	<u>486,404.72</u>
Capital Fund:			
Cash and Cash Equivalents	D-4	111,101.79	126,382.79
Due from Water Utility Operating Fund	D	64,260.21	0.21
Fixed Capital	D-7	485,360.00	435,100.00
Fixed Capital Authorized and Uncompleted	D-8	855,000.00	915,000.00
		<u>1,515,722.00</u>	<u>1,476,483.00</u>
Total Capital Fund		<u>1,515,722.00</u>	<u>1,476,483.00</u>
<u>TOTAL ASSETS</u>		<u>\$ 2,142,808.70</u>	<u>\$ 1,962,887.72</u>

BOROUGH OF KINNELON  
WATER UTILITY FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	Ref.	December 31	
		2020	2019
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Operating Fund:			
Appropriation Reserves:			
Unencumbered	D-3; D-9	\$ 124,189.69	\$ 100,154.60
Encumbered	D-3; D-9	2,295.24	5,105.05
		<u>126,484.93</u>	<u>105,259.65</u>
Due to Water Utility Capital Fund	D	64,260.21	0.21
Accrued Interest on Bonds		3,579.17	3,761.46
Water Rent Overpayments		1,396.76	1,731.19
		<u>195,721.07</u>	<u>110,752.51</u>
Reserve for Receivables	D	14,749.73	12,937.68
Fund Balance	D-1	416,615.90	362,714.53
		<u>416,615.90</u>	<u>362,714.53</u>
Total Operating Fund		<u>627,086.70</u>	<u>486,404.72</u>
Capital Fund:			
Serial Bonds Payable	D-14	348,000.00	373,000.00
Improvement Authorizations:			
Funded	D-10	85,775.00	85,775.00
Unfunded	D-10		9,740.00
Capital Improvement Fund	D-11	84,868.00	84,868.00
Due to General Capital Fund	C	4,719.00	
Deferred Reserve for Amortization	D-12	50,000.00	56,000.00
Reserve for Amortization	D-12A	942,360.00	867,100.00
		<u>942,360.00</u>	<u>867,100.00</u>
Total Capital Fund		<u>1,515,722.00</u>	<u>1,476,483.00</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 2,142,808.70</u>	<u>\$ 1,962,887.72</u>

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

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

	Ref.	<u>Year Ended December 31,</u>	
		<u>2020</u>	<u>2019</u>
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized		\$ 112,560.00	\$ 47,000.00
Water Rents		651,681.17	581,870.08
Nonbudget Revenue		2,794.05	8,627.78
Other Credits to Income:			
Unexpended Balance of Appropriation Reserves		51,802.61	5,641.38
		<u>818,837.83</u>	<u>643,139.24</u>
<u>Expenditures</u>			
Budget Expenditures:			
Operating		518,290.00	512,760.00
Capital Improvements		20,000.00	
Debt Service		33,626.46	34,058.75
Deferred Charges and Statutory Expenditures		80,460.00	39,200.00
		<u>652,376.46</u>	<u>586,018.75</u>
Excess Revenue/Statutory Excess to Fund Balance		166,461.37	57,120.49
<u>Fund Balance</u>			
Balance January 1	D	362,714.53	352,594.04
		<u>529,175.90</u>	<u>409,714.53</u>
Decreased by:			
Utilized by Water Utility Operating Budget		112,560.00	47,000.00
Balance December 31	D	<u>\$ 416,615.90</u>	<u>\$ 362,714.53</u>

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

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

	Anticipated	Realized	Excess
Fund Balance Anticipated	\$ 112,560.00	\$ 112,560.00	
Rents	539,998.75	651,681.17	\$ 111,682.42
	652,558.75	764,241.17	111,682.42
Nonbudget Revenue		2,794.05	2,794.05
	\$ 652,558.75	\$ 767,035.22	\$ 114,476.47
 <u>Analysis of Revenue - Rents</u>			
Collections		\$ 649,949.98	
Overpayments Applied		1,731.19	
		\$ 651,681.17	
 <u>Nonbudget Revenue:</u>			
Treasurer:			
Interest on Investments		\$ 2,189.37	
Interest from Water Capital		604.68	
		\$ 2,794.05	

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

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

	Appropriation		Expended by			Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved		
Operating:						
Salaries and Wages	\$ 156,570.00	\$ 162,970.00	\$ 162,937.27	\$ 32.73		
Other Expenses	361,720.00	355,320.00	254,883.47	100,436.53		
Capital Improvements:						
Capital Improvement Fund	20,000.00	20,000.00	20,000.00			
Debt Service:						
Payment of Bond Principal	25,000.00	25,000.00	25,000.00			
Interest on Bonds	8,808.75	8,808.75	8,626.46		\$ 182.29	
Deferred Charges and Statutory Expenditures:						
Deferred Charges - Ordinance #12-09	44,260.00	44,260.00	44,260.00			
Statutory Expenditures:						
Contribution to:						
Public Employees' Retirement System	22,400.00	22,400.00		22,400.00		
Unemployment Insurance	800.00	800.00	548.85	251.15		
Social Security System (O.A.S.I.)	13,000.00	13,000.00	11,930.72	1,069.28		
	\$ 652,558.75	\$ 652,558.75	\$ 528,186.77	\$ 124,189.69	\$ 182.29	

Ref. D

Analysis of Paid or Charged:

Cash Disbursed	\$ 453,005.07
Capital Improvement Fund	20,000.00
Deferred Charges -	
Due to Water Utility Capital Fund	44,260.00
Accrued Interest on Bonds	8,626.46
Encumbrances Payable	2,295.24
	D
	\$ 528,186.77

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
SEWER UTILITY FUND

BOROUGH OF KINNELON  
SEWER UTILITY FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

		December 31,	
	Ref.	2020	2019
<u>ASSETS</u>			
Operating Fund:			
Cash and Cash Equivalents:			
Treasurer	E-4	\$ 448,599.82	\$ 350,035.20
		448,599.82	350,035.20
Receivables and Other Assets with Full Reserves:			
Consumer Accounts Receivable	E-5	17,514.23	11,634.84
		<u>\$ 466,114.05</u>	<u>\$ 361,670.04</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Operating Fund:			
Appropriation Reserves:			
Unencumbered	E-3;E-6	\$ 57,413.08	\$ 71,062.14
Encumbered	E-3;E-6	7,848.00	6,000.00
Total Appropriation Reserves		65,261.08	77,062.14
Accounts Payable - Vendors		1,634.00	1,634.00
Due to General Capital Fund	C	45,000.00	45,000.00
Overpayments		1,804.62	2,315.93
Due to Water Utility Operating Fund	D	30.25	30.25
		113,729.95	126,042.32
Reserve for Receivables	E	17,514.23	11,634.84
Fund Balance	E-1	334,869.87	223,992.88
		<u>\$ 466,114.05</u>	<u>\$ 361,670.04</u>

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



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

	Ref.	Year Ended December 31	
		2020	2019
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized		\$ 95,815.00	\$ 77,515.00
Miscellaneous Revenues Not Anticipated		2,574.22	4,324.91
Sewer Service Charges - Fees		517,381.81	479,466.50
Other Credits to Income:			
Unexpended Balance of Appropriation Reserves		68,559.96	22,954.28
		<u>684,330.99</u>	<u>584,260.69</u>
Budget Appropriations:			
Operating		473,599.00	471,054.00
Deferred Charges and Statutory Expenditures		4,040.00	4,060.00
		<u>477,639.00</u>	<u>475,114.00</u>
Excess Revenue to Fund Balance		206,691.99	109,146.69
Balance January 1	E	223,992.88	192,361.19
		<u>430,684.87</u>	<u>301,507.88</u>
Decreased by:			
Utilized by Sewer Utility Operating Budget		95,815.00	77,515.00
		<u>95,815.00</u>	<u>77,515.00</u>
Balance December 31	E	<u>\$ 334,869.87</u>	<u>\$ 223,992.88</u>

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

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

	<u>Anticipated</u>	<u>Realized</u>	<u>Excess or Deficit*</u>
Fund Balance Anticipated	\$ 95,815.00	\$ 95,815.00	
Sewer Service Charges	415,824.00	517,381.81	\$ 101,557.81
	<u>511,639.00</u>	<u>613,196.81</u>	<u>101,557.81</u>
Nonbudget Revenue		2,574.22	2,574.22
	<u>\$ 511,639.00</u>	<u>\$ 615,771.03</u>	<u>\$ 104,132.03</u>

Analysis of Sewer Rents Revenue:

Collected in Sewer Utility Operating Fund	\$ 515,065.88	
Overpayments Applied	2,315.93	
	<u>\$ 517,381.81</u>	

Nonbudget Revenue:

Treasurer:		
Interest on Investments	\$ 2,029.41	
Other Miscellaneous	544.81	
	<u>\$ 2,574.22</u>	
	<u>\$ 2,574.22</u>	

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

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

	Appropriation		Expended by			Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved		
Operating:						
Salaries and Wages	\$ 19,735.00	\$ 20,038.00	\$ 20,037.93	\$ 0.07		
Other Expenses	453,864.00	453,561.00	398,604.69	54,956.31		
Capital Improvements:						
Capital Improvement Fund	34,000.00	34,000.00				\$ 34,000.00
Deferred Charges and Statutory Expenditures:						
Statutory Expenditures:						
Contribution to:						
Public Employee Retirement System	2,240.00	2,240.00		2,240.00		
Unemployment Compensation Insurance	1,600.00	1,600.00	1,500.32	99.68		
Social Security System (O.A.S.I.)	200.00	200.00	82.98	117.02		
Total Sewer Utility Appropriations	\$ 511,639.00	\$ 511,639.00	\$ 420,225.92	\$ 57,413.08		\$ 34,000.00

Ref.

E

Analysis of Paid or Charged:

Cash Disbursed	\$ 412,377.92
Encumbrances	<u>7,848.00</u>
	<u>\$ 420,225.92</u>

E

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
BOND AND INTEREST FUND

NOT APPLICABLE

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
PUBLIC ASSISTANCE FUND

BOROUGH OF KINNELON  
PUBLIC ASSISTANCE FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	<u>Ref.</u>	<u>December 31,</u>	
		<u>2020</u>	<u>2019</u>
<u>ASSETS</u>			
Cash and Cash Equivalents	F-1	\$ 56,560.56	\$ 56,211.94
TOTAL ASSETS		<u>\$ 56,560.56</u>	<u>\$ 56,211.94</u>
 <u>LIABILITIES</u>			
Reserve for Public Assistance Fund I		\$ 56,560.56	\$ 56,211.94
TOTAL LIABILITIES AND RESERVES		<u>\$ 56,560.56</u>	<u>\$ 56,211.94</u>

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

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
GENERAL FIXED ASSETS ACCOUNT GROUP  
  
(UNAUDITED)

BOROUGH OF KINNELON  
GENERAL FIXED ASSETS ACCOUNT GROUP  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS  
(UNAUDITED)

<u>ASSETS</u>	December 31,	
	2020	2019
Land	\$ 10,236,364.00	\$ 10,236,364.00
Buildings and Improvements	2,978,541.20	2,978,541.20
Equipment	5,780,966.73	5,686,808.73
<u>TOTAL ASSETS</u>	<u>\$ 18,995,871.93</u>	<u>\$ 18,901,713.93</u>
<u>RESERVES</u>		
Reserve for Fixed Assets	\$ 18,995,871.93	\$ 18,901,713.93
<u>TOTAL RESERVES</u>	<u>\$ 18,995,871.93</u>	<u>\$ 18,901,713.93</u>

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



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

Note 1: Summary of Significant Accounting Policies

A. Reporting Entity

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

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

B. Description of Funds

The accounting policies of the Borough of Kinnelon conform to the accounting practices applicable to municipalities which have been prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division"). Such practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Borough of Kinnelon accounts for its financial transactions through the following separate funds:

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

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

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

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

B. Description of Funds (Cont'd)

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

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

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

Public Assistance Fund - Receipt and disbursement of funds that provide assistance to certain residents of the municipality pursuant to Title 44 of New Jersey Statutes. The operations of the State funded welfare program were transferred to the County in a prior year.

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

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 measurement 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 in the Current Fund. Grant revenue is realized in the Capital Funds when improvements are authorized. The amounts recorded as property taxes 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 generally charged to operations based on budgeted amounts. Exceptions to this general rule include:

1. Accumulated unpaid vacation, sick pay and other employee benefit 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 cancelled by the governing body.

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

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

C. Basis of Accounting (Cont'd)

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.

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

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

D. Deferred Charges to Future Taxation

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

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 revenue and expenditures/expenses during the period reported. Actual results could differ from those estimates.

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

Investments – Investments are stated at cost.

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

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

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

E. Other significant accounting policies include: (Cont'd)

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

General Fixed Assets - In accordance with New Jersey Administrative Code accounting requirements, as promulgated by the Division of Local Government Services, the Borough has developed a fixed assets accounting and reporting system based on the following:

General fixed assets are recorded at cost, except for land which is 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 for on general fixed assets. The total value recorded for general fixed assets is offset by a "Reserve for Fixed Assets." When properties are retired or otherwise disposed of, the asset and the reserve are adjusted accordingly. Assets recorded in the general fixed assets account group may also be recorded in the Current Fund, General Capital Fund, and Water Utility and Sewer Utility Funds. The values recorded in the general fixed assets 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.

Property and equipment purchased by the Water and Sewer Utility Funds are recorded in the capital account at cost and are adjusted for disposition and abandonment. The amounts shown do not purport to represent replacement costs or current value.

Contributions in aid of construction are not capitalized. The balances in the Reserve for Amortization and Deferred Reserve for Amortization accounts in the Water Utility Capital Fund represent charges to operations for the costs of acquisitions of property, equipment and improvements. The Water Utility Fund does not record depreciation on fixed assets.

F. Budgets/Budgetary Controls

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.

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

Note 2: 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 has been pledged to the payment of the general obligation debt principal and interest.

Summary of Municipal Debt

	December 31,		
	2020	2019	2018
<u>Issued</u>			
General:			
Bonds and Notes	\$ 12,180,850	\$ 13,430,850	\$ 13,567,850
Water Utility:			
Bonds and Notes	348,000	373,000	398,000
Total Issued	<u>12,528,850</u>	<u>13,803,850</u>	<u>13,965,850</u>
<u>Authorized but not Issued:</u>			
General:			
Bonds and Notes	255,366	326,498	326,498
Water Utility:			
Bonds and Notes		54,000	54,000
Total Authorized but not Issued	<u>255,366</u>	<u>380,498</u>	<u>380,498</u>
<u>Less:</u>			
General:			
Reserve to Pay Debt Service	\$ 462,812	\$ 596,902	\$ 750,871
	<u>462,812</u>	<u>596,902</u>	<u>750,871</u>
Net Bonds and Notes			
Issued and Authorized but not Issued	<u>\$ 12,321,404</u>	<u>\$ 13,587,446</u>	<u>\$ 13,595,477</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 as of December 31, 2020 and indicates a statutory net debt of 0.56%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
School District Debt	\$ 14,040,000	\$ 14,040,000	
Water Utility Debt	348,000	348,000	
General Debt	12,436,216	462,812	\$ 11,973,404
	<u>\$ 26,824,216</u>	<u>\$ 14,850,812</u>	<u>\$ 11,973,404</u>

Net Debt \$11,973,404 divided by Equalized Valuation Basis per N.J.S. 40A:2-2 as amended, \$2,142,583,793 = 0.56%.

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

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

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

3-1/2% Average Equalized Valuation of Real Property	\$	74,990,433
Net Debt		11,973,404
Remaining Borrowing Power	\$	63,017,029

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

Cash Receipts from Fees, Rents or Other Charges for Year	\$	767,035
Deductions:		
Operating and Maintenance Costs	\$	598,750
Debt Service		33,626
		632,376
Excess in Revenue	\$	134,659

Footnote: If there is an "excess in revenue", all such utility debt is deductible. If there is a "deficit", then utility debt is not deductible to the extent of 20 times such deficit amount, or the total amount of debt service for that fund, whichever is less.

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

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

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

Summary of Municipal Debt Issued and Outstanding - Prior Year

Fund	Balance 12/31/2018	Additions	Retirements	Balance 12/31/2019
Serial Bonds:				
General Capital Fund	\$ 10,685,000		\$ 915,000	\$ 9,770,000
Water Utility Capital Fund	398,000		25,000	373,000
Bond Anticipation Notes:				
General Capital Fund	2,882,850	\$ 3,660,850	2,882,850	3,660,850
	<u>\$ 13,965,850</u>	<u>3,660,850</u>	<u>\$ 3,822,850</u>	<u>\$ 13,803,850</u>

Summary of Municipal Debt Issued and Outstanding - Current Year

Fund	Balance 12/31/2019	Additions	Retirements	Balance 12/31/2020
Serial Bonds:				
General Capital Fund	\$ 9,770,000		\$ 950,000	\$ 8,820,000
Water Utility Capital Fund	373,000		25,000	348,000
Bond Anticipation Notes:				
General Capital Fund	3,660,850	\$ 3,360,850	3,660,850	3,360,850
	<u>\$ 13,803,850</u>	<u>\$ 3,360,850</u>	<u>\$ 4,635,850</u>	<u>\$ 12,528,850</u>

At December 31, 2020, the Borough had capital debt issued and outstanding described as follows:

Purpose	Final Maturity	<u>General Capital Bond Anticipation Notes</u>	
		Rate	
Various Improvements	03/04/21	1.75%	\$ 3,360,850
<u>General Capital Serial Bonds</u>			
Purpose	Final Maturity	Rate	
General Refunding	03/01/24	4.00% - 4.75%	1,945,000
General Improvements	02/01/32	2.00% - 3.00%	6,875,000
<u>Water Utility Capital Serial Bonds</u>			
Purpose	Final Maturity	Rate	
Water Improvements	02/01/32	2.00% - 3.00%	348,000
Total Debt Issued and Outstanding			<u>\$ 12,528,850</u>

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

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

Schedule for Annual Debt Service For Principal and Interest for the Next Five Years and Thereafter  
for Bonded Debt Issued and Outstanding

Calendar Year	General		Water		Total
	Principal	Interest	Principal	Interest	
2021	\$ 950,000	\$ 238,750	\$ 25,000	\$ 8,132	\$ 1,221,882
2022	985,000	207,981	25,000	7,632	1,225,613
2023	1,015,000	176,413	30,000	7,040	1,228,453
2024	1,045,000	145,963	30,000	6,440	1,227,403
2025	550,000	125,063	30,000	5,840	710,903
2026-2030	3,000,000	410,531	150,000	17,738	3,578,269
2031-2032	1,275,000	38,625	58,000	985	1,372,610
	<u>\$ 8,820,000</u>	<u>\$ 1,343,325</u>	<u>\$ 348,000</u>	<u>\$ 53,807</u>	<u>\$ 10,565,132</u>

Note 3: Fund Balances Appropriated

Fund balances at December 31, 2020, which were included in the adopted budget as anticipated revenue for the year ending December 31, 2021 budget, were as follows:

Current Fund	\$ 1,485,000
Water Utility Operating Fund	112,560
Sewer Utility Operating Fund	95,815

Note 4: School District Taxes

Regulations provide for the deferral of not more than 50% of the annual levy when school taxes are raised for a school year and have not been requisitioned by the school district. The Borough of Kinnelon has not elected to defer school taxes.

Note 5: Pension Plans

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



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

(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS)

Plan Description

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

Benefits Provided

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

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

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

Contributions

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

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

Note 5: Pension Plans (Cont'd)

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

Contributions (Cont'd)

Borough contributions to PERS amounted to \$303,635 for 2020.

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

Pension Liabilities and Pension Expense

At June 30, 2019, the Borough's liability was \$5,529,941 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018 which was rolled forward to June 30, 2019. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At June 30, 2019, the Borough's proportion was 0.0305%, which was a decrease of 0.0001% from its proportion measured as of June 30, 2018. The Borough has rolled forward the net pension liability as of June 30, 2019 with no adjustments. The State of New Jersey Public Employees' Retirement System (PERS)' valuation cycle is July 1 instead of December 31. The roll forward methodology puts them a year in arrears in terms of valuation. The Division of Local Government Services, Department of Community Affairs, State of New Jersey is permitting municipalities to include the June 30, 2019 pension information in the Notes to the Financial Statements as the June 30, 2020 pension information has not been released as of the date of this audit.

For the year ended December 31, 2020, the Borough recognized actual pension expense in the amount of \$303,635.

Actuarial Assumptions

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

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

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

Note 5: Pension Plans (Cont'd)

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

Actuarial Assumptions (Cont'd)

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

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

Long Term Expected Rate of Return

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

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

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

Note 5: Pension Plans (Cont'd)

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

Discount Rate

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

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

The following presents the Borough's proportionate share of the collective net pension liability as of June 30, 2019 calculated using the discount rate as disclosed 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:

	June 30, 2019		
	At 1% Decrease (5.28%)	At Current Discount Rate (6.28%)	At 1% Increase (7.28%)
Borough's proportionate share of the Net Pension Liability	\$ 6,985,214	\$ 5,529,941	\$ 4,303,667

Pension Plan Fiduciary Net Position

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

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

Plan Description

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

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

Note 5: Pension Plans (Cont'd)

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

Benefits Provided

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

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

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

Contributions

The contribution policy for PFRS is set by N.J.S.A. 43:16A and requires contributions by active members and contributing members. The Local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability, 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 nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specified financed

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

Note 5: Pension Plans (Cont'd)

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

Special Funding Situation (Cont'd)

amounts), there is no net pension liability or deferred outflows or inflows to report in the financial statements of the local participating employers related to this legislation. However, the notes to the financial statements of the local participating employers must disclose the portion of the nonemployer contributing entities' total proportionate share of the collective net pension liability that is associated with the local participating employer. The June 30, 2019 State special funding situation net pension liability amount is the accumulated difference between the annual actuarially determined State obligation under the special funding situation and the actual State contribution through the valuation date. The State special funding situation pension expense for the fiscal year ended June 30, 2019 is the actuarially determined contribution amount that the State owes for the fiscal year ending June 30, 2019. The pension expense is deemed to be a State administrative expense due to the special funding situation.

Borough contributions to PFRS amounted to \$557,025 for the year ended December 31, 2020. During the fiscal year ended June 30, 2019, the State of New Jersey contributed \$71,736 to the PFRS for normal pension benefits on behalf of the Borough, which is less than the contractually required contribution of \$123,705.

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

Pension Liabilities and Pension Expense

At June 30, 2019, the Borough's liability for its proportionate share of the net pension liability was \$6,742,554. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018 which was rolled forward to June 30, 2019. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At June 30, 2019, the Borough's proportion was 0.0551%, which was an increase of 0.001% from its proportion measured as of June 30, 2018. The Borough has rolled forward the net pension liability as of June 30, 2019 with no adjustments. The State of New Jersey Police and Firemen's Retirement System (PFRS)' valuation cycle is July 1 instead of December 31. The roll forward methodology puts them a year in arrears in terms of valuation. The Division of Local Government Services, Department of Community Affairs, State of New Jersey is permitting municipalities to include the June 30, 2019 pension information in the Notes to the Financial Statements as the June 30, 2020 pension information has not been released as of the date of this audit.

Additionally, the State's proportionate share of the net pension liability attributable to the Borough is \$1,064,662 as of June 30, 2019. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018 which was rolled forward to June 30, 2019. The State's proportionate share of the net pension liability associated with the Borough was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At June 30, 2019, the State's proportion was 0.0551%, which was an increase of 0.001% from its proportion measured as of June 30, 2018 which is the same proportion as the Borough's.

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

Note 5: Pension Plans (Cont'd)

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

Pension Liabilities and Pension Expense (Cont'd)

Borough's Proportionate Share of the Net Pension Liability	\$ 6,742,554
State's Proportionate Share of the Net Pension Liability Associated with the Borough	<u>1,064,662</u>
Total Net Pension Liability	<u>\$ 7,807,216</u>

For the year ended December 31, 2019, the Borough recognized total pension expense of \$557,025.

Actuarial Assumptions

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

Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through all future years	3.25 – 15.25% based on years of service
Investment Rate of Return	7.00%

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

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

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

Note 5: Pension Plans (Cont'd)

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

Long Term Expected Rate of Return

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

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

Discount Rate – PFRS

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



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

Note 5: Pension Plans (Cont'd)

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

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

The following presents the total net pension liability (including the State’s proportionate share of the net pension liability attributable to the Borough) as of June 30, 2019 calculated using the discount rate 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:

	June 30, 2019		
	At 1% Decrease (5.85%)	At Current Discount Rate (6.85%)	At 1% Increase (7.85%)
Borough's proportionate share of the NPL and the State's proportionate share of the Net Pension Liability associated with the Borough	\$ 10,552,512	\$ 7,807,217	\$ 5,535,089

Pension Plan Fiduciary Net Position - PFRS

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

C. Defined Contribution Retirement Program (DCRP)

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

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

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

For DCRP, the Borough recognized pension expense of \$7,545 for the year ended December 31, 2020. Employee contributions to DCRP amounted to \$10,246 for the year ended December 31, 2020.

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

Note 6: Selected Tax Rate Information

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

	2020	2019	2018
<u>Tax Rate</u>	\$ 2.647	\$ 2.586	\$ 2.533
<u>Apportionment of Tax Rate</u>			
Municipal	0.507	0.492	0.473
County	0.264	0.265	0.260
Local School	1.842	1.795	1.767
Library	0.034	0.034	0.033
<u>Assessed Valuations</u>			
2020	\$ 2,106,754,800		
2019		\$ 2,151,588,134	
2018			\$ 2,159,885,193

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.

		Currently	
Year	Tax Levy	Cash Collections	Percentage of Collection
2020	\$ 55,863,000	\$ 55,170,700	98.76%
2019	54,891,920	54,179,836	98.70%
2018	53,971,751	53,292,025	98.74%

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

Note 6: Selected Tax Rate Information (Cont'd)

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

Note 7: Cash and Cash Equivalents

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

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

GASB requires disclosure of the level of custodial credit risk assumed by the Borough in its cash, cash equivalents and investments, if those items are uninsured or unregistered. Custodial 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 investments 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 and on the following pages.

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

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 at least equal to 100% of the amount exceeding 75%.

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

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

Note 7: Cash and Cash Equivalents (Cont'd)

Investments

New Jersey statutes permit the Borough to purchase the following types of securities:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, issued by New Jersey school districts, municipalities, counties, and entities subject to the "Local Authorities Fiscal Control Law" P.L. 1983, c. 313 (C.40A:5A-1 et seq.) Other bonds or obligations having a maturity date not more than 397 days from the date of purchase may be approved by the Division of Local Government Services in the Department of Community Affairs for investment by local units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a. or are bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, issued by New Jersey school districts, municipalities, counties and entities subject to the "Local Authorities Fiscal Control Law", P.L. 1983 c.313 (C.40A:5A-1 et seq.);
  - (b) the custody of collateral is transferred to a third party;
  - (c) the maturity of the agreement is not more than 30 days;
  - (d) the underlying securities are purchased through a public depository in section 1 of P.L. 1970, c.236 (C.17:9-41); and
  - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

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

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

Note 7: Cash and Cash Equivalents (Cont'd)

Investments (Cont'd)

<u>Fund</u>	<u>Checking Accounts</u>	<u>Cash on Hand</u>	<u>Totals</u>
Current	\$ 5,982,830.77	\$ 680.00	\$ 5,983,510.77
Animal Control	60,369.23		60,369.23
Other Trust	2,431,833.54		2,431,833.54
General Capital	735,159.96		735,159.96
Water Utility Operating	612,014.48	100.00	612,114.48
Water Utility Capital	111,101.79		111,101.79
Sewer Utility Operating	448,559.82		448,559.82
Public Assistance	56,560.56		56,560.56
	<u>\$ 10,438,430.15</u>	<u>\$ 780.00</u>	<u>\$ 10,439,210.15</u>

The carrying amount of the Borough of Kinnelon's cash and cash equivalents at cost at December 31, 2020, was \$10,439,210.15 and the bank balance was \$9,997,223.80.

Note 8: Accrued Sick and Vacation Benefits

The Borough has permitted employees to accrue unused sick pay, which may be taken as time off or paid upon retirement or separation at the employee's current rate upon such termination. It is estimated that the current cost of such unpaid compensation would approximate \$843,698.14. This amount is not reported either as an expenditure or liability. However, it is expected that the cost of such unpaid compensation would be included in the Borough's budget operating expenditures in the year in which it is used. This amount is partially funded in the Reserve for Accumulated Absences of \$655,248.69 on the Trust Funds balance sheet at December 31, 2020.

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

The Borough of Kinnelon is a member of the Morris County Municipal Joint Insurance Fund. This fund is both an insured and self-administered group of municipalities established for the purpose of providing certain low-cost insurance coverage for member municipalities in order to keep local property taxes at a minimum.

The following coverages are offered by these funds to its members:

- a.) Workers' Compensation and Employers' Liability
- b.) Liability Other Than Motor Vehicles
- c.) Property Damage Other Than Motor Vehicles
- d.) Motor Vehicle
- e.) Environmental

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

Note 9: Risk Management (Cont'd)

As a member of this Fund, the Borough could be subject to supplemental assessments in the event of deficiencies. If the assets of the Funds were to be exhausted, members would become responsible for their respective shares of the Fund's liabilities.

This Fund can declare and distribute dividends to members upon approval of the State of New Jersey Department of Banking and Insurance. These distributions are divided amongst the members in the same ratio as their individual assessment relates to the total assessment of the membership body. In accordance with the Governmental Accounting Standards Board, these distributions are used to reduce the amount recorded for membership expense in the year in which the distribution was declared.

The Fund's financial statements for the year ended December 31, 2020 were unavailable at the time of this audit. Selected financial information for the Fund as of December 31, 2019 is as follows:

Total Assets	\$ 35,348,941
Net Position	\$ 12,793,902
Total Revenue	\$ 20,767,037
Total Expenses	\$ 21,557,012
Change in Net Position	\$ (789,975)
Members Dividends	\$ -0-

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

PERMA Risk Management Services  
9 Campus Drive, Suite 216  
Parsippany, NJ 07054  
(201) 881-7632

New Jersey Unemployment Compensation Insurance

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

Note 10: Contingencies

The Borough is periodically involved in lawsuits arising in the normal course of business, including claims for disputes over contract awards. In the opinion of management, the ultimate outcome of these lawsuits will not have a material adverse effect on the Borough's financial position as of December 31, 2020.

Amounts received or receivable from grantors, principally 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.

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

Note 10: Contingencies (Cont'd)

Various tax appeals on assessed valuations have been filed against the Borough and are awaiting tax court decisions. The ultimate outcome and effect of such appeals have not been determined; however, the Borough Tax Assessor will aggressively defend the Borough's assessments. The Borough has established a reserve for this contingency in the amount of \$409,974, which the Borough believes is adequate to cover any potential liability.

Note 11: Open Space Trust Fund

The Borough of Kinnelon created an Open Space Trust Fund in a prior year. The Borough has levied a tax equal to five (.05) cents per \$100 of total Borough equalized real property valuation. The funds collected are used to acquire and maintain open space property in the Borough. The balances of the Open Space Trust Fund at December 31, 2020 and 2019 were \$238,993 and \$221,527, respectively.

Note 12: Economic Dependency

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

Note 13: Deferred Compensation Plan

The Borough offers its employees a deferred compensation plan created in accordance with Internal Revenue Code 457. This plan, which is administered by Nationwide, permits participants to defer a portion of their salary until future years. Amounts deferred under the plan are not available to employees until termination, retirement, death or unforeseeable emergency.

Note 14: Interfund Receivables and Payables

The following interfund balances remained on the balance sheet at December 31, 2020:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
Current Fund	\$ 15,120.93	\$ 910,012.55
General Capital Fund	663,649.29	
Water Utility Operating Fund	30.25	64,260.21
Water Utility Capital Fund	64,260.21	4,719.00
Sewer Utility Operating Fund		45,030.25
Federal and State Grant Fund	144,468.61	
Animal Control Fund		15,120.93
Other Trust Fund	301,613.65	150,000.00
	<u>\$ 1,189,142.94</u>	<u>\$ 1,189,142.94</u>

The Animal Control interfund payable to the Current Fund represents the statutory excess in the Animal Control Fund which was not turned over by year end. The interfund between the Current Fund and the Other Trust Funds represents the reserve for Storm Recovery, Open Space tax, and the COVID-19 Local Government Emergency Grant not turned over from the Current Fund by year end less the payments made by Current Fund on behalf of Other Trust Fund. The interfund between the Current Fund and the Federal and State Grant Fund represents the net of Federal and State grant expenditures paid and grant receipts collected by the Current Fund which was not turned over by year end. The interfund between the Current Fund and the General Capital Fund represents the Bond

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

Note 14: Interfund Receivables and Payables (Cont'd)

Anticipation Notes and the deferred charges appropriations not yet transferred in cash. The interfund between General Capital Fund and Sewer Utility Operating Fund represents funds appropriated for improvement authorizations not yet transferred. The interfund between the General Capital Fund and the Other Trust Fund represents prior year funds appropriated for improvement authorizations not yet transferred. The interfund between the General Capital Fund and the Water Capital Fund represents a current year capital improvement authorization funding not turned over by year end. The interfund between Water Utility Operating Fund and Sewer Utility Operating Fund is for cash collected in the Sewer Utility Operating fund that has not yet been transferred to the Water Utility Operating Fund. The interfund between the Water Utility Operating Fund and the Water Utility Capital Fund represents the capital improvement and deferred charges appropriations not yet transferred in cash.

Note 15: Postemployment Benefits Other Than Pensions (OPEB)

State Health Benefit Local Government Retired Employees Plan

General Information about the OPEB Plan

Plan Description

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

Benefits Provided

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

In accordance with Chapter 330, P.L. 1997, which is codified in N.J.S.A. 52:14-17.32i, the State provides medical and prescription coverage to local police officers and firefighters, who retire with 25 years of service or on a disability from an employer who does not provide postretirement medical coverage.



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

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

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

Benefits Provided (Cont'd)

Local employers were required to file a resolution with the Division in order for their employees to qualify for State-paid retiree health benefits coverage under Chapter 330. The State also provides funding for retiree health benefits to survivors of local police officers and firefighters who die in the line of duty under Chapter 271, P.L. 1989.

Contributions

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

Special Funding Situation

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

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

Allocation Methodology

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

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

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

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

OPEB Expense Related to OPEB

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

The State's proportionate share of the net OPEB liability attributable to the Borough at June 30, 2019 was \$5,375,198. At June 30, 2019, the State's proportion related to the Borough was .097276%. This is the percentage of the total State Share of the net OPEB liability of the Plan.

During the year ended June 30, 2019 the State of New Jersey's OPEB expense related to the Borough was \$71,250.

Actuarial Assumptions and Other Inputs

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

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

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

Mortality:

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

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

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

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

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

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

Health Care Trend Assumptions

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

Discount Rate

The discount rate for June 30, 2019 was 3.50%. The discount rate for June 30, 2018 was 3.87%. This represents the municipal bond rate as chosen by the State. The source is the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. As the long-term rate of return is less than the municipal bond rate, it is not considered in the calculation of the discount rate, rather the discount rate is set at the municipal bond rate.

Note 16: Subsequent Event

The COVID-19 outbreak in the United States and specifically in New Jersey continues to have an impact on the Township's operations and finances. Public access to the municipal offices continues to be restricted. Though the impact on the Township's finances cannot be reasonably estimated at this date, the following is likely to continue through at least mid-year 2021: Interest on investments continues to be severely negatively impacted. Though the tax collection rate slightly increased from 2019 to 2020, it is possible that certain miscellaneous revenues as well as tax collections could be lower due to the continued effects of the pandemic.

The finances of the Township's Water Utility Operating Fund and Sewer Utility Operating Fund will likely continue to be impacted by a larger number on unpaid water and sewer rent balances as well as a significant decline in interest earnings similar to that of the Current Fund.

SUPPLEMENTARY DATA

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

Name	Title	Amount of Bond
James Freda	Mayor	
Randall Charles	Councilmember	
Vincent Russo	Councilmember	
Glenn Sisco	Councilmember	
James Lorkowski	Councilmember	
William Yago	Councilmember	
Robert Roy	Councilmember	
Charles Daniel	Chief Financial Officer	
Karen Iuele	Borough Clerk	
Jennifer Stillman	Treasurer	\$ 1,000,000.00
Charles Daniel	Tax Collector; Tax Search Officer, Water and Sewer Collector	1,000,000.00
Judith O'Brien	Tax Search Officer	
Andrew Wubbenhorst	Magistrate	
Corrine Dapuzzo	Court Administrator (through to July 17, 2020 )	
Dara Tanzola	Court Administrator (beginning September 28, 2020)	
John Schwartz	Police Chief (through December 31, 2020)	
Joseph Napolitano	Police Chief (beginning January 1, 2021)	
Melanie Schuckers	Recreation Commission Director	
John Whitehead	Public Works Manager	
Robert Edgar	Tax Assessor (through January 28, 2020)	
Chris Lauver	Tax Assessor (beginning February 1, 2020)	
Ed Buzak	Borough Attorney	

All bonds were examined and were properly executed.

\* All employees, who are not specifically bonded, are covered under \$50,000 and \$950,000 Faithful Performance Bonds provided by the Morris County Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund, respectively.

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
CURRENT FUND

BOROUGH OF KINNELON  
CURRENT FUND  
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	
Balance December 31, 2019	A	\$ 4,870,398.55
Increased by Receipts:		
Tax Collector	\$ 56,435,408.95	
Miscellaneous Revenue Not Anticipated	72,258.23	
Revenue Accounts Receivable	1,100,666.34	
State of New Jersey -		
Senior Citizens' and Veterans' Deductions	49,246.97	
Appropriation Refunds	411,987.77	
Due from State of New Jersey:		
Building Surcharge Fees	9,178.00	
Marriage Licenses	718.00	
Due General Capital Fund	205,000.00	
Due Other Trust Funds:		
Interest Earned	3,840.55	
COVID-19 Local Government Emergency Grant	104,972.00	
Historical Commission Grant Due to Open Space Trust Fund	168,769.00	
Due Animal Control Trust Fund:		
Interest Earned	416.62	
Prior Year Statutory Excess	28,931.53	
Due to Federal and State Grant Fund:		
Unappropriated Grant Reserves	19,112.00	
Grants Receivable	42,659.96	
	58,653,165.92	
		63,523,564.47
Decreased by Disbursements:		
2020 Appropriations	\$ 11,413,838.69	
2019 Appropriation Reserves	526,033.09	
Refund of Tax Overpayments	34,440.98	
County Taxes	5,549,238.67	
Local School District Taxes	38,787,550.00	
Due State of NJ:		
Building Surcharge Fees	8,840.00	
Marriage License Fees	450.00	
Due to Other Trust Funds:		
Prior Year Interfund	389,897.65	
Tax Sale Premium Refunds on Behalf of Trust	156,400.00	
Payments made on Behalf of Other Trust	18,842.99	
Third-Party Lien Redemptions	569,007.96	
Due from Federal and State Grant Fund:		
Appropriated Grant Reserve Expenditure	86,193.67	
	57,540,733.70	
Balance December 31, 2020	A	\$ 5,982,830.77

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

## Increased by Receipts:

Interest and Costs on Taxes	\$ 127,271.79
Taxes Receivable	55,146,647.09
2021 Prepaid Taxes	374,617.87
Tax Overpayments	61,464.24
Tax Sale Premiums	156,400.00
Third-Party Lien Redemptions	569,007.96
	56,435,408.95

## Decreased by:

Amount Turned Over to Treasurer	\$ 56,435,408.95
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BOROUGH OF KINNELON  
CURRENT FUND  
SCHEDULE OF CASH - GRANT FUNDS  
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE



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

Year	Balance		Collections		Senior Citizen & Veteran Deductions	Tax Overpayments Applied	Taxes Cancelled	Transferred to Tax Title Liens	Balance Dec. 31, 2020
	Dec. 31, 2019	2020 Levy	2019	2020					
2016	\$ 130.93		\$	130.93					
2017	495.51			495.51					
2018	915.51			504.07	\$ 411.44				
2019	405,769.50			397,882.02	6,357.53		\$ 1,529.95		
	407,311.45			399,012.53	6,768.97		1,529.95		
2020		\$ 55,863,000.21	\$ 306,489.42	54,747,634.56	146,472.49	\$ 66,840.10	82,512.32	\$ 463,315.71	
<b>Total</b>	<b>\$ 407,311.45</b>	<b>\$ 55,863,000.21</b>	<b>\$ 306,489.42</b>	<b>\$ 55,146,647.09</b>	<b>\$ 49,735.61</b>	<b>\$ 66,840.10</b>	<b>\$ 84,042.27</b>	<b>\$ 463,315.71</b>	

Ref. A

Analysis of 2020 Property Tax Levy

Tax Yield:	
General Purpose Tax	\$ 55,765,801.38
Added, Omitted and Rollback Taxes	97,198.83
	<u>\$ 55,863,000.21</u>

Tax Levy:

Local School District Taxes	38,787,550.00
County Taxes	\$ 5,379,757.84
County Open Space Taxes	159,781.96
County Added & Omitted Taxes	9,698.87
Municipal Open Space	5,549,238.67
Local Taxes for Open Space - Due Other Trust Funds	105,337.00
	147.64
	<u>44,442,273.31</u>
Local Tax for Municipal Purposes	10,610,650.68
Local Taxes for Municipal Library	717,195.00
Library Added and Omitted Taxes	1,249.07
Add: Additional Tax Levied	91,632.15
	<u>11,420,726.90</u>
	<u>\$ 55,863,000.21</u>

A

BOROUGH OF KINNELON  
CURRENT FUND  
SCHEDULE OF TAX TITLE LIENS

	<u>Ref.</u>	
Balance December 31, 2019	A	\$ 855,935.90
Increased by:		
Transfer from Taxes Receivable		\$ 84,042.27
Interest and Costs on Tax Sale		<u>1,140.21</u>
		<u>85,182.48</u>
Balance December 31, 2020	A	<u>\$ 941,118.38</u>

BOROUGH OF KINNELON  
CURRENT FUND  
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE  
FOR THE YEAR ENDED DECEMBER 31, 2020

	Balance	Accrued In	Collected by		Balance
	Dec. 31, 2019	2020	Collector	Treasurer	Dec. 31, 2020
Clerk:					
Licenses:					
Alcoholic Beverage		\$ 5,796.00	\$	5,796.00	
Other		9,616.00		9,616.00	
Fees and Permits		51,668.00		51,668.00	
Municipal Court:					
Fines and Costs	\$ 3,184.50	29,202.87		30,074.40	\$ 2,312.97
Interest and Costs on Taxes		127,271.79	\$ 127,271.79		
Interest on Investments and Deposits		45,509.94		45,509.94	
Cable Franchise Fees		44,809.00		44,809.00	
Uniform Construction Code Official		136,242.00		136,242.00	
Energy Receipts Taxes		557,994.00		557,994.00	
Watershed Moratorium Aid		45,261.00		45,261.00	
Garden State Trust Fund		173,696.00		173,696.00	
	\$ 3,184.50	\$ 1,227,066.60	\$ 127,271.79	\$ 1,100,666.34	\$ 2,312.97
	A				A

BOROUGH OF KINNELON  
CURRENT FUND  
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE  
YEAR ENDED DECEMBER 31, 2020

Not Applicable

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

	Balance Dec. 31, 2019	Balance After Modification	Paid or Charged	Balance Lapsed
<b>GENERAL GOVERNMENT:</b>				
General Administration:				
Salaries and Wages	\$ 60.12	\$ 60.12	\$ 60.12	
Other Expenses	19,186.94	19,186.94	117.97	\$ 19,068.97
Office of the Mayor:				
Salaries and Wages	0.48	0.48		0.48
Other Expenses	8.84	8.84		8.84
Clerk's Office:				
Other Expenses	27,278.64	27,278.64	209.00	27,069.64
Financial Administration:				
Salaries and Wages	25,173.70	5,173.70	5,173.70	
Other Expenses	15,797.60	15,797.60	10,169.71	5,627.89
Webmaster - Other Expenses	250.00	250.00		250.00
Audit Services:				
Other Expenses	26,209.00	26,209.00	26,209.00	
Collection of Taxes:				
Salaries and Wages	6,503.84	6,503.84	4,380.40	2,123.44
Other Expenses	11,174.51	11,174.51		11,174.51
Assessment of Taxes:				
Salaries and Wages	2,267.82	2,267.82	1,677.32	590.50
Other Expenses	6,499.24	6,499.24	279.20	6,220.04
Legal Services and Costs:				
Miscellaneous Other Expenses	2,984.77	26,984.77	26,855.30	129.47
Engineering Services and Costs:				
Other Expenses	25.00	25.00		25.00
Historical Preservation Commission:				
Salaries and Wages	2,068.80	2,068.80	614.53	1,454.27
Planning Board:				
Salaries and Wages	300.06	300.06	300.06	
Other Expenses	11,155.81	11,155.81	630.46	10,525.35
Zoning Board of Adjustment:				
Salaries and Wages	24.98	24.98	24.98	
Other Expenses	8,662.88	8,662.88	47.97	8,614.91
<b>PUBLIC SAFETY:</b>				
Municipal Court:				
Salaries and Wages	10,012.33	10,012.33	200.00	9,812.33
Other Expenses	4,593.04	4,593.04	132.40	4,460.64
Police Department:				
Salaries and Wages	110,432.99	90,432.99	49,494.35	40,938.64
Other Expenses	38,674.14	38,674.14	22,022.13	16,652.01
Police Dispatch/911:				
Salaries and Wages	65.91	65.91		65.91

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

	Balance Dec. 31, 2019	Balance After Modification	Paid or Charged	Balance Lapsed
<b>PUBLIC SAFETY:</b>				
Office of Emergency Management:				
Salaries and Wages	\$ 24.10	\$ 24.10	\$ 24.10	
Other Expenses	395.00	395.00		\$ 395.00
Aid to Volunteer Fire Companies:				
Other Expenses	6,091.03	6,091.03	5,538.13	552.90
Aid to Tri-Borough Ambulance Squad	11,000.00	11,000.00	8,151.27	2,848.73
Fire Prevention Bureau:				
Salaries and Wages	782.94	782.94		782.94
Other Expenses	4,036.50	4,036.50		4,036.50
Fire Hydrants	2.76	2.76		2.76
<b>PUBLIC WORKS:</b>				
Streets and Roads Maintenance:				
Salaries and Wages	86,816.86	67,116.86	43,035.03	24,081.83
Other Expenses	86,954.32	86,954.32	44,024.59	42,929.73
Garbage and Trash Removal:				
Salaries and Wages	703.80	703.80	571.20	132.60
Other Expenses	73,702.99	73,702.99	57,333.33	16,369.66
Vehicle Maintenance				
Other Expenses	2,200.74	23,400.74	23,257.56	143.18
Building and Grounds:				
Salaries and Wages	24,150.00	24,150.00		24,150.00
Other Expenses	13,525.99	13,525.99	1,583.07	11,942.92
<b>HEALTH AND HUMAN SERVICES:</b>				
Board of Health:				
Salaries and Wages	200.19	200.19		200.19
Other Expenses	917.58	917.58		917.58
Animal Control Services:				
Other Expenses	698.99	698.99		698.99
Environmental Commission:				
Salaries and Wages	2,532.78	2,532.78		2,532.78
Other Expenses	69.68	69.68		69.68
<b>PARKS AND RECREATION FUNCTIONS:</b>				
Recreation Services:				
Salaries and Wages	4,744.93	4,744.93		4,744.93
Other Expenses	308.93	10,308.93	10,061.52	247.41
<b>OTHER COMMON OPERATING FUNCTIONS:</b>				
Celebration of Public Events:				
Other Expenses	13,939.88	13,939.88	2,174.60	11,765.28
Smoke Rise - Condo Costs				
Other Expenses	42,901.37	42,901.37	42,901.37	
<b>UTILITY EXPENSE AND BULK PURCHASES:</b>				
Electricity	4,042.26	4,042.26	4,042.26	
Street Lighting	4,212.63	4,212.63	1,805.72	2,406.91
Telephone	3,398.50	3,398.50	117.89	3,280.61

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

	Balance Dec. 31, 2019	Balance After Modification	Paid or Charged	Balance Lapsed
<b>UTILITY EXPENSE AND BULK PURCHASES:</b>				
Water	\$ 3,571.31	\$ 3,571.31	\$ 639.52	\$ 2,931.79
Natural Gas	4,446.64	4,446.64	3,228.56	1,218.08
Gasoline	30,558.43	30,558.43	7,690.83	22,867.60
Landfill/Solid Waste Disposal Costs	54,857.51	58,957.51	58,891.04	66.47
<b>STATE UNIFORM CONSTRUCTION CODE:</b>				
Construction Official:				
Salaries and Wages	240.52	240.52		240.52
Other Expenses	350.00	350.00		350.00
Insurance:				
General Liability	20.32	20.32		20.32
Employee Group Health	109,682.93	109,682.93	100,460.00	9,222.93
Flexible Spending Advance	2,000.00	2,000.00		2,000.00
Employee Group Health Waiver	85.61	85.61		85.61
<b>STATUTORY EXPENDITURES</b>				
Contribution to:				
Public Employees' DCRP System	85.51	85.51		85.51
Social Security System (O.A.S.I.)	23,933.37	23,933.37	7,321.79	16,611.58
Unemployment Insurance	2,240.77	2,240.77	523.95	1,716.82
<b>OPERATIONS EXCLUDED FROM "CAPS"</b>				
Maintenance of Free Public Library (PL 1988, Ch.82):				
Other Expenses	56,098.93	56,098.93	56,098.93	
Reserve for Pending Tax Appeal	3,944.45	3,944.45	3,944.45	
Storm Water Management:				
Other Expenses	983.81	983.81		983.81
Length of Service Award Program	2,592.00	2,592.00	599.00	1,993.00
Shared Service Agreements:				
Construction Code Services - Bloomingdale	13,059.00	13,059.00	1,603.00	11,456.00
Interlocal Bloomingdale Vehicle Maintenance	1,417.50	1,817.50	1,811.78	5.72
ACO Services - Bloomingdale	24.02	24.02		24.02
	<u>\$ 1,027,958.82</u>	<u>\$ 1,027,958.82</u>	<u>\$ 636,033.09</u>	<u>\$ 391,925.73</u>

Analysis of Balance December 31, 2019:

	<u>Ref.</u>
Unencumbered	A \$ 880,164.24
Encumbered	A 147,794.58
	<u>\$ 1,027,958.82</u>

Analysis of Paid or Charged:

Cash Disbursed	\$ 526,033.09
Due Other Trust Funds:	
Reserve for Accumulated Absences	<u>110,000.00</u>
	<u>\$ 636,033.09</u>

BOROUGH OF KINNELON  
CURRENT FUND  
SCHEDULE OF LOCAL SCHOOL DISTRICT TAXES PAYABLE

Increased by:

Levy - Calendar Year 2020

\$ 38,787,550.00

Decreased by:

Payments to School District

38,787,550.00



BOROUGH OF KINNELON  
FEDERAL AND STATE GRANT FUNDS  
SCHEDULE OF GRANTS RECEIVABLE

	Balance Dec. 31, 2019	Accrued in 2020	Received	Transfer from Unappropriated Reserves	Balance Dec. 31, 2020
Charlotteburg Dam & Reservoir	\$ 2,125.00				\$ 2,125.00
Highlands Water Management Grant	123,026.54	\$ 20,000.00	\$ 20,000.00		123,026.54
Morris County Historic Preservation	27,399.00				27,399.00
Body Armor Replacement Fund	30.00	1,842.95	102.43	\$ 1,740.52	30.00
Recycling Tonnage					
Clean Communities Programs		21,117.53	21,117.53		
Valley National - Historical Commission Grant	3,000.00				3,000.00
SHARE Grant	342.00				342.00
Click or Ticket	600.00				600.00
Drive Sober or Get Pulled Over	3,837.00				3,837.00
Bicycle Unit Grant	7,695.00				7,695.00
Gypsy Moth Spraying	4,476.00				4,476.00
Morris County Heritage Commission		1,440.00	1,440.00		
	<u>\$ 172,530.54</u>	<u>\$ 44,400.48</u>	<u>\$ 42,659.96</u>	<u>\$ 1,740.52</u>	<u>\$ 172,530.54</u>
Ref.	A	A-2		A-15	A

**BOROUGH OF KINNELON**  
**FEDERAL AND STATE GRANT FUNDS**  
**SCHEDULE OF APPROPRIATED GRANT RESERVES**

	Balance Dec. 31, 2019	Transferred from Current Fund 2020 Budget	Prior Year Encumbrances Returned	Expended	Balance Dec. 31, 2020
Drunk Driving Enforcement Fund	\$ 2,389.56				\$ 2,389.56
Municipal Alcohol Education Rehabilitation Act	498.00				498.00
Municipal Alcohol Education					
Rehabilitation Act- Local Match	4,005.00				4,005.00
Highlands Water Management Grant	109,667.34	\$ 20,000.00		\$ 77,742.50	51,924.84
Domestic Violence	300.00				300.00
Storm Water	10,465.00				10,465.00
Recycling Tonnage Grant	74,999.17			1,154.70	73,844.47
Bicycle Unit	4,576.00				4,576.00
Community Policing Donations	65.00				65.00
Alcohol Education Rehabilitation Fund	1,617.40			159.83	1,457.57
PSE&G	2,883.00				2,883.00
Clean Communities Grant	58,757.54	21,117.53	\$ 660.00	8,201.73	72,333.34
Body Armor Replacement Fund	2,307.04	1,842.95			4,149.99
Drive Sober or Get Pulled Over	3,837.00				3,837.00
Keep Kids Alive	34,517.00				34,517.00
Sustainable New Jersey	1,944.00				1,944.00
Homeland Security Buffer	11,425.00				11,425.00
Gypsy Moth Spraying	4,476.00				4,476.00
Gypsy Moth Spraying - Local Match	9,964.20				9,964.20
Morris County Heritage Commission		1,440.00			1,440.00
	\$ 338,693.25	\$ 44,400.48	\$ 660.00	\$ 87,258.76	\$ 296,494.97
	A				A
		Cash Disbursed		\$ 86,193.67	
		Encumbrances		1,065.09	
		Total		\$ 87,258.76	

BOROUGH OF KINNELON  
FEDERAL AND STATE GRANT FUNDS  
SCHEDULE OF UNAPPROPRIATED RESERVES

	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>Cash</u> <u>Received</u>	<u>Revenue</u> <u>Realized</u>	<u>Balance</u> <u>Dec. 31, 2020</u>
Recycling Tonnage Grant	\$ 327.09			\$ 327.09
Valley National - Historical Commission		\$ 18,752.00		18,752.00
Historic Preservation Grant		360.00		360.00
Body Armor Replacement Fund	<u>1,740.52</u>		<u>\$ 1,740.52</u>	
	<u>\$ 2,067.61</u>	<u>\$ 19,112.00</u>	<u>\$ 1,740.52</u>	<u>\$ 19,439.09</u>
<u>Ref.</u>	A	A-4	A-13	A

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
TRUST FUNDS

BOROUGH OF KINNELON  
TRUST FUNDS  
SCHEDULE OF CASH - TREASURER

<u>Ref.</u>	<u>Animal Control Fund</u>	<u>Other Trust Funds</u>
Balance December 31, 2019	\$ 81,204.43	\$ 2,263,957.23
Increased by Receipts:		
Animal Control Fees Collected	\$ 9,768.00	
State Registration Fees	993.00	
Miscellaneous Fees	802.40	
Due Current Fund:		
Interest Earned	\$ 416.62	\$ 3,840.55
Prior Year Interfund Received		221,128.65
Historical Commission Grant		168,769.00
Tax Sale Premiums		156,400.00
Open Space Trust Fund:		
Interest Earned		870.10
Special Deposits		32,412.68
Developers Deposits - Escrow		57,450.00
Special Recreation		146,807.18
Historical Commission		54.20
Community Policing Donation		4.09
Accumulated Absences		20,000.00
Parking Offenses Adjudication Act		18.29
Recycling		8,949.24
Uniform Fire Safety Act		26.40
Municipal Alliance		2,061.54
Tax Sale Premium		1,794.37
K-Fest		1.42
Public Defender		2,555.90
Flexible Spending		7,623.94
Police Outside Services		157,611.74
Planning Board Inspection		28.82
	\$ 11,980.02	\$ 988,408.11
	93,184.45	3,252,365.34

BOROUGH OF KINNELON  
TRUST FUNDS  
SCHEDULE OF CASH - TREASURER

<u>Ref.</u>	<u>Animal Control Fund</u>	<u>Other Trust Funds</u>
Decreased by Disbursements:		
Animal Control Expenditures	\$ 2,612.67	
State Registration Fees	854.40	
Due Current Fund:		
Interest Earned	416.62	\$ 3,840.55
Interfund Returned - Prior Year Statutory Excess	28,931.53	
Open Space Trust Fund Expenditures		238,813.97
Special Deposits		63,551.61
Developers Deposits - Escrow		36,524.62
Special Recreation		165,145.27
Storm Recovery		32,560.89
Recycling		26,522.45
Municipal Alliance		4,193.19
Tax Sale Premium		111,000.00
Public Defender		3,000.00
Flexible Spending		7,538.36
Police Outside Services		127,840.89
	<u>\$ 32,815.22</u>	<u>\$ 820,531.80</u>
Balance December 31, 2020	<u>\$ 60,369.23</u>	<u>\$ 2,431,833.54</u>

BOROUGH OF KINNELON  
ANIMAL CONTROL FUND  
SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

	<u>Ref.</u>	
Balance December 31, 2019	B	\$44,053.20
Increased by:		
Dog License Fees Collected	\$	9,768.00
Recovery, Late and Other Fees		802.40
2020 Prepaid Licenses realized		6,867.20
		17,437.60
		61,490.80
Decreased by:		
Expenditures Under R.S. 4:19-15.11		2,612.67
Statutory Excess		15,120.93
		17,733.60
Balance December 31, 2020	B	\$ 43,757.20

License Fees Collected

<u>Year</u>		<u>Amount</u>
2018	\$	23,644.00
2019		20,113.20
		43,757.20
Maximum Allowable Reserve	\$	43,757.20

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
GENERAL CAPITAL FUND



BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	
Balance December 31, 2019	C	\$ 2,823,297.63
Increased by:		
Budget Appropriation:		
Capital Improvement Fund	\$ 175,000.00	
Bond Anticipation Notes:	3,360,850.00	
Bond Anticipation Note Premiums Received	20,910.00	
	<u>                    </u>	<u>3,556,760.00</u>
		6,380,057.63
Decreased by:		
Improvement Authorizations	1,686,249.59	
Bond Anticipation Notes	3,660,850.00	
Due Current Fund:		
Prior Year Interfund Returned	205,000.00	
Interest on Bond Anticipation Notes paid in Capital	92,798.08	
	<u>                    </u>	<u>5,644,897.67</u>
Balance December 31, 2020	C	<u><u>\$ 735,159.96</u></u>

BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
ANALYSIS OF CASH

	Balance/ (Deficit) Dec. 31, 2019	Receipts		Disbursements		Transfers		Balance (Deficit) Dec. 31, 2020
		Bond Anticipation Notes	Miscellaneous	Bond Anticipation Notes	Improvement Authorizations	Miscellaneous	From	
Fund Balance	\$ 715.19							\$ 715.19
Capital Improvement Fund	564,735.00		\$ 175,000.00				\$ 405,000.00	334,735.00
State of New Jersey Grants Receivable:								
Department of Transportation	(617,644.06)							(617,644.06)
Morris County Open Space	(1,700,000.00)							(1,700,000.00)
Morris County Municipal Utility Authority	(150,000.00)							(150,000.00)
New Jersey Highlands Council	(300,000.00)							(300,000.00)
Other Receivables	(100,000.00)							(100,000.00)
Morris County Park Commission	(300,000.00)							(300,000.00)
Due Current Fund	50,000.00							(463,930.29)
Due Water Capital Fund	(45,000.00)							(4,719.00)
Due Sewer Utility Operating Fund	(150,000.00)							(45,000.00)
Due from Open Space Trust Fund								(150,000.00)
Reserve for:								
Pay Debt Service	596,902.43		20,910.00				155,000.00	462,812.43
Housing Rehabilitation	15,550.00							15,550.00
Debt Issuance Costs	2,701.00							2,701.00
Ord. No.								
06-06	Rehab of Lake Reekbear Dam	12,345.00						12,345.00
02-11	Improvement of Cutlas Rd and Woodland Ct	(126.00)					126.00	
13-11	Various Road Improvements	(69,062.00)					69,062.00	
17-12	Various Improvements	35,302.85			\$ 11,790.14			23,512.71
02-14	Various Improvements	487,771.27	\$ 1,412,500.00				130,000.00	487,771.27
01-13	Various Improvements	137,954.46	1,110,350.00	\$ 1,542,500.00			100,000.00	137,954.46
05-16	Various Improvements	(1,944.21)		1,210,350.00			1,944.21	(3,140.00)
06-16	Improvement of Fayson Lakes Road	64,650.40			3,140.00			64,525.40
07-16	Improvements to Kakeout Road	16.96			125.00			16.96
04-17	Acquisition of Real Property	1,600,000.00						1,600,000.00
06-17	Acquisition of Real Property	1,100,000.00						1,100,000.00
09-17	DPW Equipment, Door Replacement and Seal Coating	17,705.00						17,705.00
06-18	Improvement of Maple Lake Road	53,855.98			1,602.20			52,253.78
03-19	Acquisition of New Firefighting Vehicle	475,000.00	405,000.00	475,000.00			95,000.00	1,066.00
07-19	Improvement of Kiel Avenue	945,950.00	433,000.00	433,000.00	705,247.12		25,000.00	215,702.88
08-19	Various Improvements	95,918.36			95,918.36			
08-20	Purchase of Asphalt Hot Patcher Dump Trailer				33,658.00		35,000.00	1,342.00
11-20	Purchase of Dump Truck				53,000.00		70,000.00	1,719.00
13-20	Various Road Improvements - Upper and Lower West Lake Drive				282,834.77		320,000.00	37,165.23
		\$ 2,823,297.63	\$ 3,360,850.00	\$ 3,660,850.00	\$ 1,686,249.59	\$ 297,798.08	\$ 991,413.21	\$ 735,159.96



BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Ordinance Amount	Balance December 31, 2019		2020 Authorizations		Paid or Charged	Balance December 31, 2020	
			Funded	Unfunded	Other Sources	Capital Improvement Fund		Funded	Unfunded
06-06	Rehab of Lake Reckabear Dam	262,500.00	\$ 12,345.00	\$ 250,000.00			\$ 11,790.14	\$ 12,345.00	\$ 250,000.00
17-12	Various Improvements	1,835,000.00	35,302.85					23,512.71	
01-13	Various Improvements	1,467,850.00		137,954.46					137,954.46
02-14	Various Improvements	1,955,000.00		487,771.27					487,771.27
05-16	Various Improvements	658,600.00		5,365.79			3,140.00		2,225.79
06-16	Improvement of Fayson Lakes Road	230,000.00	64,650.40				125.00	64,525.40	
07-16	Improvements to Kakeout Road	350,000.00	16.96					16.96	
04-17	Acquisition of Real Property	1,600,000.00	1,600,000.00					1,600,000.00	
06-17	Acquisition of Real Property	1,100,000.00	1,100,000.00					1,100,000.00	
09-17	DPW Equipment, Door Replacement and Seal Coating	100,000.00	17,705.00					17,705.00	
06-18	Improvement of Maple Lake Road	225,015.00	53,855.98				1,602.20	52,253.78	1,066.00
03-19	Acquisition of New Firefighting Vehicle	500,000.00	25,000.00	475,000.00			498,934.00		
07-19	Improvement of Kiel Avenue	950,000.00	487,950.00	433,000.00			705,247.12		215,702.88
08-19	Various Improvements	397,000.00	95,918.36				95,918.36		
08-20	Purchase of Asphalt Hot Patcher Dump Trailer	35,000.00				\$ 35,000.00	33,658.00	1,342.00	
11-20	Purchase of Dump Truck	70,000.00				50,000.00	68,281.00	1,719.00	
13-20	Various Road Improvements - Upper and Lower West Lake Drive	320,000.00				320,000.00	282,834.77	37,165.23	
			\$ 3,492,744.55	\$ 1,789,091.52	\$ 20,000.00	\$ 405,000.00	\$ 1,701,530.59	\$ 2,910,585.08	\$ 1,094,720.40
		Ref.	C	C	C	C	C	C	C
			Water Utility Capital Fund \$ 20,000.00						
							\$ 1,686,249.59	Cash Disbursed	
							15,281.00	Disbursed in Water Utility Capital Fund	
							\$ 1,701,530.59		

BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>	
Balance December 31, 2019	C	\$ 564,735.00
Increased by:		
Budget Appropriation		<u>175,000.00</u>
		739,735.00
Decreased by:		
Appropriation to Finance Improvement Authorizations		<u>405,000.00</u>
Balance December 31, 2020	C	<u><u>\$ 334,735.00</u></u>

BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
SCHEDULE OF BOND ANTICIPATION NOTES  
YEAR ENDED DECEMBER 31, 2020

Ord. No.	Improvement Description	Date of				Interest Rate	Balance Dec. 31, 2019	Balance Dec. 31, 2020
		Issue	Maturity	Original Note	Issued			
02-14	Various Improvements	03/07/19	03/06/20	03/07/19	3.00%	\$ 1,542,500.00	\$ 1,412,500.00	
		03/05/20	03/04/21		1.75%	\$ 1,542,500.00		
01-13	Various Improvements	03/07/19	03/06/20	03/07/19	3.00%	1,210,350.00	1,110,350.00	
		03/05/20	03/04/21		1.75%	1,210,350.00		
03-19	Acquisition of a New Firefighting Vehicle	08/09/19	03/06/20	08/09/19	2.00%	475,000.00	405,000.00	
		03/05/20	03/04/21		1.75%	475,000.00		
07-19	Improvement of Kiel Avenue	08/09/19	03/06/20	08/09/19	2.00%	433,000.00	433,000.00	
		03/05/20	03/04/21		1.75%	433,000.00		
						\$ 3,660,850.00	\$ 3,360,850.00	
						Ref.	C	
Renewed						\$ 3,360,850.00	\$ 3,360,850.00	
Paid by Budget Appropriation						300,000.00		
						\$ 3,360,850.00	\$ 3,660,850.00	
						Ref.	C	

BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
SCHEDULE OF GENERAL SERIAL BONDS

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds		Interest Rate	Balance Dec. 31, 2019	Balance Dec. 31, 2020
			Outstanding Date	Amount			
General Refunding	12/16/09	\$ 6,070,000.00	03/01/21	\$ 475,000.00	4.00%		
			03/01/22	485,000.00	4.75%		
			03/01/23	490,000.00	4.00%		
			03/01/24	495,000.00	4.00%	\$ 2,420,000.00	\$ 1,945,000.00
General Improvement	5/11/15	9,100,000.00	02/01/21	475,000.00	2.00%		
			02/01/22	500,000.00	2.00%		
			02/01/23	525,000.00	2.00%		
			02/01/24	550,000.00	2.00%		
			02/01/25	550,000.00	2.00%		
			02/01/26	575,000.00	2.25%		
			02/01/27	575,000.00	2.50%		
			02/01/28	600,000.00	2.75%		
			02/01/29	625,000.00	3.00%		
			02/01/30	625,000.00	3.00%		
			02/01/31	625,000.00	3.00%		
			02/01/32	650,000.00	3.00%		
					7,350,000.00	6,875,000.00	
					\$ 9,770,000.00	\$ 8,820,000.00	

Ref. C

C

BOROUGH OF KINNELON  
GENERAL CAPITAL FUND  
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED  
YEAR ENDED DECEMBER 31, 2020

Ord. No.	Improvement Description	Balance Dec. 31, 2019	Funded by Budget Appropriation	Balance Dec. 31, 2020
06-06	Rehab Lake Rickabear Dam	\$ 250,000.00		\$ 250,000.00
02-11	Improvements to Cutlass Road	126.00	\$ 126.00	
13-11	Various Road Improvements	69,062.00	69,062.00	
05-16	Various Improvements	7,310.00	1,944.21	5,365.79
		<u>\$ 326,498.00</u>	<u>\$ 71,132.21</u>	<u>\$ 255,365.79</u>



BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
WATER UTILITY FUND

BOROUGH OF KINNELON  
WATER UTILITY FUNDS  
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Operating</u>	<u>Capital</u>
Balance December 31, 2019	D	\$ 473,244.55	\$126,382.79
Increased by Receipts:			
Water Utility Collector		\$ 654,834.60	
Interest on Investments		2,189.37	
		<u>657,023.97</u>	
		1,130,268.52	<u>126,382.79</u>
Decreased by Disbursements:			
2020 Budget Appropriations		453,005.07	
2019 Appropriation Reserves		53,457.04	
Accrued Interest on Bonds		8,808.75	
Water Overpayments		2,883.18	
Due General Capital Fund			15,281.00
		<u>518,154.04</u>	<u>15,281.00</u>
Balance December 31, 2020	D	<u>\$ 612,114.48</u>	<u>\$111,101.79</u>



BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
ANALYSIS OF WATER CAPITAL CASH

	Balance/(Deficit) Dec. 31, 2019	Disbursements		Transfers		Balance/(Deficit) Dec. 31, 2020
		Miscellaneous		From	To	
Capital Improvement Fund	\$ 84,868.00			\$ 20,000.00	\$ 20,000.00	84,868.00
Due General Capital Fund		\$ 15,281.00		64,260.00	20,000.00	4,719.00
Due Water Utility Operating Fund	(0.21)					(64,260.21)
Ord. No.						
09-02						4,883.00
15-04						68,131.00
11-07						5,873.00
10-08						6,888.00
12-09					\$ 44,260.00	
	\$ 126,382.79	\$ 15,281.00		\$ 84,260.00	\$ 84,260.00	\$ 111,101.79

BOROUGH OF KINNELON  
WATER UTILITY OPERATING FUND  
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>2020</u> <u>Charges</u>	<u>Collections</u>	<u>Overpayments</u> <u>Applied</u>	<u>Balance</u> <u>Dec. 31, 2020</u>
Water Rents	\$ 12,937.68	\$ 636,757.89	\$ 633,214.65	\$ 1,731.19	\$ 14,749.73
Miscellaneous		16,735.33	16,735.33		
	<u>\$ 12,937.68</u>	<u>\$ 653,493.22</u>	<u>\$ 649,949.98</u>	<u>\$ 1,731.19</u>	<u>\$ 14,749.73</u>

Ref.        D

D

Miscellaneous:

Sprinkler Systems, Fire Hydrant Service and Other Water Fees	\$ 15,311.68
Interest on Delinquent Rents	1,423.65
	<u>\$ 16,735.33</u>

BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF FIXED CAPITAL

	Balance Dec. 31, 2019	Transfer From Fixed Capital Authorized and Uncompleted	Balance Dec. 31, 2020
Steel Water Tank	\$ 109,773.00		\$ 109,773.00
Meters and Meter Boxes	10,784.00		10,784.00
General Equipment	37,475.00	\$ 50,260.00	87,735.00
Pump House and Pumps	61,032.00		61,032.00
Improvement of Water Supply and Distribution	216,036.00		216,036.00
	<u>\$ 435,100.00</u>	<u>\$ 50,260.00</u>	<u>\$ 485,360.00</u>
	D		D

BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

Ord. No.	Improvement Description	Balance Dec. 31, 2019	Transfer to Fixed Capital	Improvement Authorization Cancelled	Balance Dec. 31, 2020
09-02	Improvement of Water Supply System	\$ 110,000.00			\$ 110,000.00
15-04	Improvement of Water Supply System	250,000.00			250,000.00
11-07	Improvement of Water Supply System	440,000.00			440,000.00
10-08	Acquisition of Vehicular Equipment	55,000.00			55,000.00
12-09	Acquisition of Generator	60,000.00	\$ 50,260.00	\$ 9,740.00	
		<u>\$ 915,000.00</u>	<u>\$ 50,260.00</u>	<u>\$ 9,740.00</u>	<u>\$ 855,000.00</u>
		D			D

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

	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>Balance</u> <u>After</u> <u>Modification</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 6,106.55	\$ 6,106.55	\$ 584.32	\$ 5,522.23
Other Expenses	94,488.65	94,488.65	52,872.72	41,615.93
Statutory Expenditures:				
Contribution to:				
Social Security Insurance	161.48	161.48		161.48
Unemployment Insurance	4,502.97	4,502.97		4,502.97
	<u>\$ 105,259.65</u>	<u>\$ 105,259.65</u>	<u>\$ 53,457.04</u>	<u>\$ 51,802.61</u>

	<u>Ref.</u>	
<u>Balance December 31, 2019</u>		
Unencumbered	D	\$ 100,154.60
Encumbered	D	<u>5,105.05</u>
		<u>\$ 105,259.65</u>



BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Ordinance		Balance Dec. 31, 2019		Balance Dec. 31, 2020	
		Date	Amount	Funded	Unfunded	Cancelled	Funded
09-02	Improvement of Water Supply System	05/16/2002	\$ 110,000.00	\$ 4,883.00		\$	4,883.00
15-04	Improvement of Water Supply System	06/17/2004	250,000.00	68,131.00			68,131.00
11-07	Improvement of Water Supply System	03/23/2007	440,000.00	5,873.00			5,873.00
10-08	Acquisition of Vehicular Equipment	06/19/2008	55,000.00	6,888.00			6,888.00
12-09	Acquisition of Generator	08/20/2009	60,000.00		\$ 9,740.00	\$ 9,740.00	
				\$ 85,775.00	\$ 9,740.00	\$ 9,740.00	\$ 85,775.00
		<u>Ref.</u>	D	D	D	D	D
				Deferred Charges to Future Revenue		\$ 9,740.00	

BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>	
Balance December 31, 2019	D	\$ 84,868.00
Increased by:		
2020 Budget Appropriation		20,000.00
		<u>104,868.00</u>
Decreased by:		
Due to General Capital Fund - Water Capital Fund Portion for Dump Truck		20,000.00
		<u>20,000.00</u>
Balance December 31, 2020	D	<u><u>\$ 84,868.00</u></u>

BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION

Ord. No.	Improvement Description	Balance Dec. 31, 2019	Transferred to Reserve for Amortization	Balance Dec. 31, 2020
11-07	Improvement of Water Supply System	\$ 50,000.00		\$ 50,000.00
12-09	Acquisition of Generator	6,000.00	\$ 6,000.00	
		<u>\$ 56,000.00</u>	<u>\$ 6,000.00</u>	<u>\$ 50,000.00</u>
	<u>Ref.</u>	D		D

BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF RESERVE FOR AMORTIZATION

	<u>Ref.</u>	
Balance December 31, 2019	D	\$ 867,100.00
Increased by:		
Funded by Budget Appropriation - Ordinance #12-09		\$ 44,260.00
Serial Bonds Paid		25,000.00
Transfer from Deferred Reserve for Amortization		6,000.00
		<u>75,260.00</u>
Balance December 31, 2020	D	<u>\$ 942,360.00</u>

BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF BOND ANTICIPATION NOTES  
YEAR ENDED DECEMBER 31, 2020

NOT APPLICABLE

BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF WATER CAPITAL SERIAL BONDS

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds		Interest Rate	Balance	
			Outstanding Date	Amount Dec. 31, 2020		Dec. 31, 2019	Dec. 31, 2020
Water Improvement Bonds	05/11/15	\$ 458,000.00	02/01/21	\$ 25,000.00	2.00%		
			02/01/22	25,000.00	2.00%		
			02/01/23	30,000.00	2.00%		
			02/01/24	30,000.00	2.00%		
			02/01/25	30,000.00	2.00%		
			02/01/26	30,000.00	2.25%		
			02/01/27	30,000.00	2.50%		
			02/01/28	30,000.00	2.75%		
			02/01/29	30,000.00	3.00%		
			02/01/30	30,000.00	3.00%		
			02/01/31	30,000.00	3.00%		
				02/01/32	28,000.00	3.00%	
						\$ 373,000.00	\$ 25,000.00
						\$ 373,000.00	\$ 25,000.00

Ref. C C

BOROUGH OF KINNELON  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED  
FOR THE YEAR ENDED DECEMBER 31, 2020

Ord. No.	Improvement Description	Balance Dec. 31, 2019	Funded by Budget Appropriation	Improvement Authorization Cancelled
12-09	Acquisition of Generator	\$ 54,000.00	\$ 44,260.00	\$ 9,740.00
		<u>\$ 54,000.00</u>	<u>\$ 44,260.00</u>	<u>\$ 9,740.00</u>

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
SEWER UTILITY FUND



BOROUGH OF KINNELON  
SEWER UTILITY FUNDS  
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Operating</u>
Balance December 31, 2019	E	\$ 350,035.20
Increased by Receipts:		
Sewer Utility Collector		\$ 517,415.31
Interest on Investments		2,029.41
		<u>519,444.72</u>
		869,479.92
Decreased by Disbursements:		
2020 Budget Appropriations		412,377.92
2019 Appropriation Reserves		8,502.18
		<u>420,880.10</u>
Balance December 31, 2020	E	<u>\$ 448,599.82</u>

BOROUGH OF KINNELON  
SEWER UTILITY OPERATING FUND  
SCHEDULE OF CASH - COLLECTOR  
YEAR ENDED DECEMBER 31, 2020

Increased by Receipts:

Sewer Rents	\$ 478,871.14
Borough of Butler Sewer Rents Collected	36,194.74
Overpayment	1,804.62
Interest on Delinquent Accounts	544.81
Total Consumer Accounts Receivable	<u>\$ 517,415.31</u>

Decreased by Disbursements:

Paid to Treasurer	<u>\$ 517,415.31</u>
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BOROUGH OF KINNELON  
SEWER UTILITY OPERATING FUND  
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>Sewer Billings</u> <u>Levied</u>	<u>Collections</u>	<u>Over-</u> <u>payments</u> <u>Applied</u>	<u>Balance</u> <u>Dec. 31, 2020</u>
Rents	\$ 11,634.84	\$523,261.20	\$515,065.88	\$ 2,315.93	\$ 17,514.23
Miscellaneous		544.81	544.81		
	<u>\$ 11,634.84</u>	<u>\$523,806.01</u>	<u>\$515,610.69</u>	<u>\$ 2,315.93</u>	<u>\$ 17,514.23</u>

Ref.

E

E

Miscellaneous Revenue Anticipated:

Interest on Sewer Rents	\$ 544.81
	<u>\$ 544.81</u>

BOROUGH OF KINNELON  
SEWER UTILITY OPERATING FUND  
SCHEDULE OF 2019 APPROPRIATION RESERVES  
FOR THE YEAR ENDED DECEMBER 31, 2020

	Balance Dec. 31, 2019	Balance After Modification	Paid or Charged	Balance Lapsed
Operating:				
Salaries and Wages	\$ 2.47	\$ 2.47		\$ 2.47
Other Expenses	76,847.41	76,847.41	\$ 8,502.18	68,345.23
Statutory Expenditures:				
Contribution to:				
Unemployment Insurance	1.90	1.90		1.90
Social Security System (OASI)	210.36	210.36		210.36
	<u>\$ 77,062.14</u>	<u>\$ 77,062.14</u>	<u>\$ 8,502.18</u>	<u>\$ 68,559.96</u>

Ref.

<u>Balance December 31, 2019</u>	
Unencumbered	E \$ 71,062.14
Encumbered	E <u>6,000.00</u>
	<u>\$ 77,062.14</u>

BOROUGH OF KINNELON  
COUNTY OF MORRIS  
2020  
PUBLIC ASSISTANCE FUND

BOROUGH OF KINNELON  
PUBLIC ASSISTANCE FUND  
SCHEDULE OF CASH

	<u>Ref.</u>	<u>P.A.T.F. I</u>
Balance December 31, 2019	F	\$ 56,211.94
Increased by Receipts:		
Donations		504.00
Interest Earned		270.62
Total Receipts		<u>56,986.56</u>
Total Disbursements		<u>426.00</u>
Balance December 31, 2020	F	<u><u>\$ 56,560.56</u></u>

BOROUGH OF KINNELON

PART II

SINGLE AUDIT

YEAR ENDED DECEMBER 31, 2020

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

Federal Funding Department/ Pass Through Grantor	Federal Program	CFDA #	Pass Through Entity ID	Grant Period From To	Grant Award Amount	Grant Receipts	Amount of Expenditures	Cummulative Expenditures	Amounts Provided to Subrecipients
U.S. Division of Local Government Services (Passed Through N.J. Dept. of Community Affairs)	COVID-19 - Coronavirus Aid, Relief, and Economic Security	21.019	99-022-8030-686-2020	1/1/2020 12/31/2020	\$ 104,972.00	\$ 104,972.00	\$ 104,972.00	\$ 104,972.00	
TOTAL FEDERAL AWARDS					\$ 104,972.00	\$ 104,972.00	\$ 104,972.00	\$ 104,972.00	\$ -0-

SEE NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS



BOROUGH OF KINNELON  
SCHEDULES OF EXPENDITURES OF STATE AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2020

State Funding Department	State Program	State Grant Account Number	Grant Period		Grant Award Amount	Grant Receipts	Grant Expenditures	Cumulative Expenditures
			From	To				
Department of Environmental Protection	Clean Communities Program	765-042-4900 -004-178910	01/01/17	12/31/20	\$ 21,916.91		\$ 7,952.01	\$ 21,916.91
			01/01/18	12/31/21	20,983.80		249.72	249.72
			01/01/20	12/31/21	21,117.53			21,117.53
							<u>21,117.53</u>	<u>22,166.63</u>
	Recycling Tonnage Grant	452-042-4900 001-V42Y	01/01/13	12/31/21	11,372.00		1,154.70	1,395.45
							<u>1,154.70</u>	<u>1,395.45</u>
Total Department of Environmental Protection					604.31			23,562.08
Department of Health and Senior Services	Alcohol, Education, Rehabilitation Trust Fund	760-046-4240-001	01/01/16	12/31/21			159.83	159.83
Total Department of Health and Senior Services							159.83	159.83
Department of Law and Public Safety	Body Armor Replacement Fund	1020-718-066- 1020-001-6120	01/01/17	12/31/21	2,188.60			1,837.54
			01/01/19	12/31/21	1,955.98			
			01/01/20	12/31/21	1,842.95		102.43	
							<u>102.43</u>	<u>1,837.54</u>
Highlands Planning Council	Water Management Grant	N/A	01/01/18	12/31/21	66,000.00		39,667.34	66,000.00
			01/01/19	12/31/21	70,000.00		38,075.16	38,075.16
			01/01/20	12/31/21	20,000.00			
						20,000.00		
						<u>20,000.00</u>	<u>77,742.50</u>	<u>104,075.16</u>
TOTAL STATE AWARDS					\$ 41,219.96	\$ 87,258.76		\$ 130,214.05

N/A - Not Available/Applicable

SEE NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS

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

Note 1.      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 Kinnelon under programs of the federal and state governments for the year ended December 31, 2020. The information in these schedules is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (“Uniform Guidance”) and New Jersey's OMB Circular 15-08, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Because the schedules present only a selected portion of the operations of the Borough, they are not intended to and do not present the financial position, changes in fund balance or cash flows of the Borough.

Note 2.      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

Note 3.      RELATIONSHIP TO FEDERAL AND STATE FINANCIAL REPORTS

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



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Newton, NJ 07860  
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Independent Member  
BKR International

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 Kinnelon  
Kinnelon, 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 Kinnelon, in the County of Morris (the "Borough") as of and for the years ended December 31, 2020 and 2019, and the related notes to the financial statements and have issued our report thereon dated April 26, 2021. These financial statements have been prepared in accordance with accounting practices prescribed or permitted by the Division to demonstrate compliance with the Division's regulatory basis of accounting, and the budget laws of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

**Internal Control Over Financial Reporting**

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

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Borough's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying Schedule of Findings and Responses as Finding 2020-001 that we consider to be a significant deficiency.

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

### **Compliance and Other Matters**

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

### **The Borough's Response to the Finding**

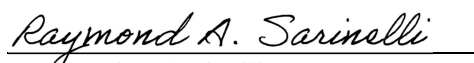
The Borough's response to the finding identified in our audit is described in the accompanying Schedule of Findings and Responses. The Borough's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### **Purpose of this Report**

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

April 26, 2021  
Mount Arlington, New Jersey

NISIVOCCIA LLP

  
Raymond A. Sarinelli  
Certified Public Accountant  
Registered Municipal Accountant No. 563

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

Summary of Auditors' Results:

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

Findings Related to Financial Statements Which are Required to be Reported in Accordance with Generally Accepted Auditing Standards:

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

Finding 2020-001

Segregation of Duties

Criteria

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

Condition

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

The various departments/offices of the Borough are responsible for the issuance of permits and licenses; collection of taxes, permit and license fees; and recording of collections. The Chief Financial Officer is responsible for recording transactions, authorizing disbursements, reconciling cash and receivables, and reconciling the general ledger.

Cause

This is due, in part, to the limited number of personnel of the Borough and the decentralized nature of governmental collection procedures.

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

Findings Related to Financial Statements Which are Required to be Reported in Accordance with Generally Accepted Auditing Standards: (Cont'd)

Finding 2020-001 (Cont'd)

Effect or Potential Effect

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

Management's Response

The finding was evaluated, however, due to budgetary constraints, no resolution can be made at this time.

Findings and Responses for Federal Awards:

- Not applicable – Federal award expenditures are less than the single audit threshold.

Findings and Responses for State Awards:

- Not applicable - State award expenditures are less than the single audit threshold.

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

The prior year finding 2019-001 regarding segregation of duties has not been resolved due to budgetary constraints and is included in as finding 2020-001 on the Schedule of Findings and Responses.

BOROUGH OF KINNELON

PART III

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2020



BOROUGH OF KINNELON  
COMMENTS AND RECOMMENDATIONS

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

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

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

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

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

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

Effective July 1, 2015 through June 30, 2020, the bid thresholds in accordance with N.J.S.A. 40A:11-3 are \$17,500 for a contracting unit without a qualified purchasing agent and \$40,000 for a contracting unit with a qualified purchasing agent. Effective July 1, 2020 and thereafter, the bid thresholds in accordance with N.J.S.A. 40A:11-3 are \$17,500 for a contracting unit without a qualified purchasing agent and \$44,000 for a contracting unit with a qualified purchasing agent.

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

BOROUGH OF KINNELON  
COMMENTS AND RECOMMENDATIONS  
(Continued)

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

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

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, Utility Rents, and Assessments

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

On January 1, 2020, the governing body adopted the following resolution authorizing interest to be charged on delinquent taxes, and utility rents:

"The interest penalty to be charged by the Chief Revenue Collector for tax and utility rent payment delinquencies shall be 8% per annum of the first \$1,500 (tax bill) and 18% per annum on any amount in excess of \$1,500 payable from tax and utility rent due dates. A penalty of up to 6% may be charged on any delinquency in excess of \$10,000 if not paid by the end of the fiscal year."

"No interest shall be charged if payment of any installment is made within ten (10) days after the date on which same is payable, said ten (10) days to be straight calendar days and if the tenth day falls on a Saturday, Sunday or Legal Holiday, then the grace period shall be extended to the next business day. After the ten (10) day "GRACE PERIOD", interest is charged from the due date."

Delinquent Taxes and Tax Title Liens

The last tax sale was held on October 15, 2020, and included all items which were eligible for sale.

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

<u>Year</u>	<u>Number of Liens</u>
2020	58
2019	57
2018	55

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

BOROUGH OF KINNELON  
COMMENTS AND RECOMMENDATIONS  
(Continued)

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, consisting of verification notices as follows:

<u>Type</u>	<u>Number Mailed</u>
Payments of 2020 and 2021 Taxes	20
Payments of Utility Charges	20
Delinquent Taxes	10
Delinquent Utility Charges	20
Tax Title Liens	5

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. General ledger accounting and record system.
3. Fixed asset accounting and reporting system.

The Borough is in compliance with these requirements.

Municipal Court

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

	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u> <u>Dec. 31, 2020</u>
State of New Jersey	\$ 3,837.79	\$ 36,580.86	\$ 39,780.01	\$ 638.64
County of Morris	1,164.50	10,645.75	11,619.50	190.75
Municipality	3,184.50	29,202.87	30,074.40	2,312.97
POAA-FTA	2.00	14.00	16.00	
Conditional Discharge		75.00	75.00	
Fish and Game		100.00	100.00	
Weights and Measures	1,000.00	15,550.00	15,750.00	800.00
Public Defender		1,100.00	850.00	250.00
Transcript Fee		10.00	10.00	
	<u>\$ 9,188.79</u>	<u>\$ 93,278.48</u>	<u>\$ 98,274.91</u>	<u>\$ 4,192.36</u>

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(Continued)

Management Suggestions:

Review of Balances

It is suggested that Grant Receivable and appropriated reserve balances be reviewed and evaluated for disposition, in the Federal and State Grant Fund, and the General Capital Fund.

Improvement Authorizations

It is suggested that improvement authorization in the General Capital Fund be reviewed and evaluated for completion, and that all improvement authorizations deemed to be complete have their respective balances cancelled to their original funding sources.

Accumulated Absence Liability

It is suggested that the Borough consult with its attorney to ensure that its negotiated labor contracts, individual employee agreements and employee policies, as applicable, are in accordance with New Jersey statutes regarding unused sick and vacation leave.

Corrective Action Plan

The Borough has initiated a corrective action plan to resolve comments and recommendations from the 2019 audit report. However, the recommendation regarding segregation of duties is still applicable.

BOROUGH OF KINNELON  
SUMMARY OF RECOMMENDATIONS

It is recommended that:

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

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