BOROUGH OF PALISADES PARK

SUMMARY OF SYNOPSIS OF AUDIT REPORT FOR PUBLICATION

Attention is directed to the fact that a summary of the audit report, together with the recommendations, is the minimum required to be published pursuant to N.J.S. 40A: 5 - 7.

Summary of Synopsis of 2024 Audit of the Borough of Palisades Park, County of Bergen, as required by N.J.S. 40A: 5 - 7.

BOROUGH OF PALISADES PARK

VARIOUS FUNDS

COMBINED COMPARATIVE BALANCE SHEETS - REGULATORY BASIS

	At December 31, 2025		At December 31, 2024	
ASSETS				
Cash	$	15,370,281.96	$	15,501,328.78
Grants Receivable		858,891.49		809,114.37
Due from State of NJ		58,001.58		58,024.18
Taxes, Assessments and Liens Receivable		537,903.76		888,018.49
Property Acquired for Taxes - Assessed Value		275,000.00		275,000.00
Other Receivables		121,902.89		204,843.87
Deferred Charges to Future Taxation:				
Current Fund		1,023,156.39		14,393.52
General Capital Fund		23,011,126.43		21,768,880.43
Swim Pool Utility Fund		46,000.00		94,659.28
Fixed Assets		34,873,166.00		37,634,025.00
Fixed Capital		4,502,996.85		4,502,996.85
TOTAL ASSETS	**$**	**80,678,427.35**	**$**	**81,751,284.77**
LIABILITIES, RESERVE AND FUND BALANCE				
Bonds and Notes Payable	$	13,251,872.00	$	13,468,236.00
Improvement Authorizations		11,581,945.39		10,064,254.61
Other Liabilities and Special Funds and Reserves		14,542,129.29		13,501,162.22
Reserve for Accounts Receivable		1,741,138.50		2,122,350.38
Reserve for Fixed Assets		34,873,166.00		37,634,025.00
Fund Balance - Combined various funds		4,688,176.17		4,961,256.56
TOTAL LIABILITIES, RESERVES AND FUND BALANCE	**$**	**80,678,427.35**	**$**	**81,751,284.77**

Summary or synopsis of 2025 and 2024 Financial Statements of Borough of Palisades Park as required by N.J.S. 40A:5-7.

BOROUGH OF PALISADES PARK

CURRENT FUND

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

	For the Years Ended December 31, 2025	2024
REVENUE AND OTHER INCOME REALIZED		
Fund Balance Utilized	$ 3,361,044.00	$ 3,163,000.00
Miscellaneous Revenue Anticipated	3,951,680.21	4,562,224.25
Receipts from Current Taxes	59,665,955.50	56,211,919.97
Receipts from Delinquent Taxes	878,932.63	721,637.76
Non-Budget Revenues	524,759.43	242,066.10
Other Credits to Income:		
Unexpended Balance of Appropriations	1,302.60	3,161.31
Animal License Excess	1,335.00	2,160.10
Canceled Payables	204.38	
Prior Year Interfunds Returned	6,096.17	
Unexpended Balance of Appropriation Reserves	989,793.92	1,460,929.43
Total Income	69,381,103.84	66,367,098.92
Budgetary and Emergency Appropriations	29,338,636.02	27,953,173.43
Prior Year Senior Citizens Deductions Disallowed	1,250.00	500.00
Interfund Advanced		856.03
Prior Year Tax Appeals	5,207.50	31,468.44
Expenditures Without Appropriation/Unallocated	46,725.64	
Over-expenditures	1,012,436.69	14,393.52
Budget Refund Posting Variance		119.27
County Taxes	9,619,305.04	9,070,121.30
County Added/Omitted Taxes	458,622.48	448,455.83
Local District School Tax	26,793,368.00	26,112,571.50
Total Expenditures	67,275,551.37	63,631,659.32
Excess in Operations	2,105,552.47	2,735,439.60
Adjustments to income before fund balance- expenditures which are by statute deferred charges to budget of succeeding year	1,012,436.69	14,393.52
Fund Balance, Beginning of Year	4,398,825.44	4,811,992.32
	7,516,814.60	7,561,825.44
Decreased by:		
Utilized as Anticipated Revenue	3,361,044.00	3,163,000.00
Fund Balance, End of Year	$ 4,155,770.60	$ 4,398,825.44

BOROUGH OF PALISADES PARK

SEWER UTILITY FUND

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN OPERATING FUND BALANCE - REGULATORY BASIS

	For the Years Ended December 31, 2025	2024
REVENUE AND OTHER INCOME REALIZED		
Surplus Anticipated	$ 198,394.28	$ 216,735.00
Membership Fees	389,685.76	428,154.09
Interest on Investments	23,930.60	26,261.74
Other Credits to Income:		
Unexpended Balance of Appropriations	1,788.80	
Unexpended Balance of Appropriation Reserves	107,862.14	120,526.93
Total Income	721,661.58	791,677.76
EXPENDITURES		
Budget Appropriations		
Operating	520,000.00	520,000.00
Capital		-
Debt Service	57,735.00	59,735.00
Deferred Charges	48,659.28	46,000.00
Membership Refunds		
Total Expenditures	626,394.28	625,735.00
(Deficit)/Excess in Operations	95,267.30	165,942.76
Adjustment to Income before Fund Balance:		
Expenditures Included Above Which are by Statute Deferred Charged to Budget of Succeeding Year		
Statutory Excess to Fund Balance	95,267.30	165,942.76
Fund Balance, Beginning of Year	343,903.73	394,695.97
	439,171.03	560,638.73
Less: Fund Balance Utilized	198,394.28	216,735.00
Fund Balance, End of Year	$ 240,776.75	$ 343,903.73

***25-01:** That the Borough implement a review process to verify balances prior to approving expenditures to ensure that there are sufficient funds. Transfers of appropriations should be approved in order to avoid certain over-expenditures.

FINANCE/TREASURER/ACCOUNTS PAYABLE:

***25-02:** That unfunded improvement authorizations over 5 years old, where projects have been completed, be funded through either a budget appropriation or through the issuance of temporary or permanent debt.

***25-03:** That greater effort be made to expend available appropriated grant reserves.

***25-04:** That quotes be obtained for purchases that exceed 15% of the bid threshold in accordance with the Local Public Contracts Law.

***25-05:** That purchase orders be utilized for all expenditures to ensure proper approvals and certifications are received prior to payment being made.

***25-06:** That departmental revenue in the Health and Construction Code departments be turned over to the Finance officer prior to year-end for proper revenue recognition.

***25-07:** That accounting practices be updated to account for the receipt and payment of Off Duty/Outside Employment of police officers to comply with the requirements as set forth in Local Finance Notice 2000-14.

***25-08:** That a purchase order be issued prior to the ordering of any goods and services.

***25-09:** That vacation payouts be approved via resolution prior to payment.

***25-10:** That internal controls be implemented and maintained to ensure that proper procurement procedures are followed and all applicable forms are available for inspection.

***25-11:** That internal controls be implemented and monitored to ensure that budget transfers made are approved by the Governing Body.

PAYROLL:

***25-12:** That controls be implemented and monitored to ensure that all required forms are included in employee files.

MUNICIPAL COURT:

***25-13:** 1. That the following backlog in ticket and complaint processing be rectified:

a. The Eligible for FTA Report should be reviewed, and FTAs should be promptly generated.
b. The Cases Eligible for Dismissal Report should be reviewed, and tickets listed on the report should be dismissed with the judge's adjudication on record.
c. The Eligible for DSUS Notices Report should be reviewed and all tickets/complaints which are eligible for driver's license suspension should be processed through ATS/ACS.
d. The Tickets Assigned Not Issued Report should be reviewed, and all tickets assigned over six (6) months not issued should be recalled.

e. The Follow-Up Incomplete Report should be reviewed and parking tickets over three years old must be dismissed in accordance with Rule 7:8-9(f).

SWIM POOL:

***25-14:** That controls over Swim Pool cash receipts be implemented and monitored to ensure that all deposits are reconciled correctly and deposited within 48hours, reconciled with credit card statements, and memberships are charged according to approved fee schedules.

***25-15:** That fee charges related to the swim pool be approved via ordinance.

DEFERRED COMPENSATION PLAN:

***25-16:** That deferred compensation participant reports be obtained quarterly and reconciled to payroll deductions.

CLERK:

***25-17:** That expenditures be monitored for compliance with the Local Public Contracts Law.

***25-18:** That all deposits be made within 48 hours of receipt.

HEALTH/REGISTRAR:

***25-19:** That all deposits be made within 48 hours of receipt.

BOROUGH OF PALISADES PARK
AUDIT RECOMMENDATIONS
YEAR ENDED DECEMBER 31, 2025

UNIFORM CONSTRUCTION CODE:

***25-20:** That all deposits be made within 48 hours of receipt.

***25-21:** That more care be exercised when calculating the permit fees to ensure the fees charged are correct.

POLICE DEPARTMENT:

***25-22:** That all daily receipts be recorded and deposited, and all financial records be available for inspection.

25-23: Subsidiary ledgers should be properly used to record receipts when received in order to determine that they were deposited within 48 hours.

OTHER:

25-24: That all records requested for audit be available for inspection.

*** Repeated from prior year's audit**

The above summary or synopsis was prepared from the audit report of the Borough of Palisades Park, County of Bergen, for the calendar year 2025. This report of audit, submitted by Garbarini & Co., P.C. Certified Public Accounts, Registered Municipal Accountants, is on file at the Office of the Borough Clerk and may be inspected by any interested person. A Corrective Action Plan, addressing the audit findings, prepared by the Borough's CFO will be placed on file at the Office of the Borough Clerk and made available for public inspection.

Borough Clerk