

**ANNUAL AUDIT REPORT
FOR THE YEAR 2015**

MUNICIPAL COURT OF: BOROUGH OF SOUTH PLAINFIELD

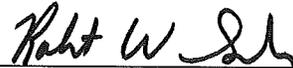
COUNTY OF: MIDDLESEX

COURT INFORMATION:

ADDRESS:	<u>BOROUGH OF SOUTH PLAINFIELD</u>	PHONE:	<u>908-226-7650</u>
	<u>2480 PLAINFIELD AVE.</u>	COUNTY:	<u>MIDDLESEX</u>
	<u>SOUTH PLAINFIELD, NJ 07080</u>	JUDGE:	<u>HON. KATHERINE HOWES</u>
		COURT DIRECTOR:	<u>N/A</u>
		COURT ADMINISTRATOR:	<u>KAREN COSTANTINO</u>

REPORT COMPLETED BY:

NAME: ROBERT W. SWISHER R.M.A. NUMBER: 439

SIGNED BY:  DATE: July 6, 2016

ADDRESS: SUPLEE, CLOONEY & COMPANY

308 EAST BROAD STREET

WESTFIELD, NEW JERSEY 07090

RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDING DECEMBER 31, 2015

AGENCY	BEGINNING BALANCE AS OF DECEMBER 31, 2014	RECEIPTS	DISBURSEMENTS	ENDING BALANCE AS OF DECEMBER 31, 2015
STATE OF NEW JERSEY	\$25,820.55	\$411,695.00	\$400,106.21	\$37,409.34
COUNTY	14,896.50	261,412.38	256,662.37	19,646.51
MUNICIPALITY	45,981.47	688,250.24	678,769.56	55,462.15
MUNICIPALITY-P.O.A.A.	16.00	170.00	182.00	4.00
MUNICIPALITY-PUBLIC DEFENDER	630.00	11,481.50	11,696.50	415.00
COUNTY-WEIGHTS & MEASURES		15,050.00	15,050.00	
SPCA		500.00	500.00	
CONSUMER AFFAIRS		1,500.00	1,500.00	
TOTAL FINES ACCOUNT	\$87,344.52	\$1,390,059.12	\$1,364,466.64	\$112,937.00
BAIL ACCOUNT	\$53,356.00	\$354,998.80	\$354,538.80	\$53,816.00
	<u>\$140,700.52</u>	<u>\$1,745,057.92</u>	<u>\$1,719,005.44</u>	<u>\$166,753.00</u>

*Was the ending balance disbursed by the 15th of the next month? YES If not, explain?

18. Is the bank reconciliation page of the monthly cash book completed and balanced? YES
If no, please explain: _____

19. Are the fiscal records kept in a safe place? YES

Bail Procedures

20. Is bail collected by the police department properly and promptly turned over to the municipal court?
YES

21. Are bail refunds done in a timely manner? YES
Are the refund checks made out to the surety? YES

22. Are bail forfeitures done in a timely manner? YES

23. Are the cash balances on the Monthly Bail on Account Report equal to the account balance in the bail account? NO

