

***VILLAGE OF BRIARCLIFF MANOR, NEW YORK  
JUSTICE COURT***

***FINANCIAL STATEMENTS***

***MAY 31, 2019 and 2018***

VILLAGE OF BRIARCLIFF MANOR, NEW YORK  
JUSTICE COURT  
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## INDEPENDENT AUDITORS' REPORT

To the Mayor, Manager and Board of Trustees of  
The Village of Briarcliff Manor  
Briarcliff Manor, New York

We have audited the accompanying financial statements of the Justice Court of the Village of Briarcliff Manor, New York as of and for the years ended May 31, 2019 and 2018, and the related notes to the financial statements, as listed in the table of contents.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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 entity'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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and 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 that we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## **Opinions**

In our opinion, the financial statements referred to above presents fairly, in all material respects, the respective financial position of the Justice Court of the Village of Briarcliff Manor, New York as of May 31, 2019 and 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who consider it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the financial statements is not affected by this missing information.

## **Emphasis of Matter**

As discussed in Note 1, the financial statements of the Justice Court of the Village of Briarcliff Manor, NY, are intended to present the financial position, the changes in financial position, and, where applicable, cash flows of only that portion of the governmental activities, each major fund, and the aggregate remaining fund information of the Village of Briarcliff Manor, New York that is attributable to the transactions of the Justice Court. They do not purport to, and do not present fairly the financial position of the Village of Briarcliff Manor, NY as of May 31, 2019 and 2018, the changes in its financial position, or, where applicable, its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 12, 2019 on our consideration of the Justice Court of the Village of Briarcliff Manor, New York's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Justice Court of the Village of Briarcliff Manor, New York's internal control over financial reporting and compliance.

  
Mongaup Valley, New York  
October 12, 2019

VILLAGE OF BRIARCLIFF MANOR, NEW YORK  
JUSTICE COURT  
BALANCE SHEET  
MAY 31,

	<u>2019</u>	<u>2018</u>
ASSETS		
Cash – Fines And Fees	\$ 32,361	\$ 29,230
Cash – Bail	<u>62,018</u>	<u>27,638</u>
TOTAL ASSETS	<u>\$ 94,379</u>	<u>\$ 56,868</u>
LIABILITIES AND FUND BALANCE		
LIABILITIES		
Due to NYS – State Share	\$ 14,110	\$ 13,434
Due to NYS – County Share	349	498
Due to Village of Briarcliff Manor – Village Share	17,902	15,298
Bail Held	<u>62,018</u>	<u>27,638</u>
TOTAL LIABILITIES	<u>94,379</u>	<u>56,868</u>
FUND BALANCE		
Unassigned	<u>-</u>	<u>-</u>
TOTAL FUND BALANCE	<u>-</u>	<u>-</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 94,379</u>	<u>\$ 56,868</u>

SEE ACCOMPANYING NOTES AND AUDITORS' OPINION

VILLAGE OF BRIARCLIFF MANOR, NEW YORK  
JUSTICE COURT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
YEARS ENDED MAY 31,

	<u>2019</u>	<u>2018</u>
REVENUES		
Fines And Forfeited Bail	\$ <u>385,620</u>	\$ <u>328,047</u>
TOTAL REVENUES	<u>385,620</u>	<u>328,047</u>
EXPENDITURES		
NYS Comptroller – State Share	176,160	145,034
NYS Comptroller – County Share	4,714	3,080
Village of Briarcliff Manor – Village Share	<u>204,746</u>	<u>179,933</u>
TOTAL EXPENDITURES	<u>385,620</u>	<u>328,047</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-	-
FUND BALANCE – Beginning of Year	-	-
FUND BALANCE – End of Year	<u>\$ -</u>	<u>\$ -</u>

SEE ACCOMPANYING NOTES AND AUDITORS' OPINION

VILLAGE OF BRIARCLIFF MANOR, NEW YORK  
JUSTICE COURT  
NOTES TO THE FINANCIAL STATEMENTS  
MAY 31, 2019 and 2018

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Village of Briarcliff Manor, New York, was incorporated in December 1902 and operates in accordance with Village Law and various other applicable laws of the State of New York. The Village Board of Trustees is the legislative body responsible for overall operation, the Village Manager serves as chief executive officer and the Village Treasurer serves as chief financial officer. The accounting policies for the Village conform to accounting principles generally accepted in the United States of America as applicable to governments. The following is a summary of the more significant accounting policies:

**A. Reporting Entity**

These financial statements are limited to the activities of the Village of Briarcliff Manor's Justice Court. They do not include any other activities of the Village.

**B. Basis of Accounting/Measurement Focus**

The financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Village considers all revenues to be available if the revenues are collected within one year after the end of the fiscal year. Expenditures are recorded when the related liability is incurred.

**C. Cash and Cash Equivalents**

For financial statement purposes, the Village considers all highly liquid investments of three months or less as cash equivalents.

**D. Equity Classifications**

There are five classifications of fund balance:

Non-spendable – includes amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact. The Justice Court had no non-spendable fund balances as of May 31, 2019 or 2018.

Restricted – includes amounts with constraints placed on the use of resources either externally imposed by creditors, grantors, contributors or laws or regulations of other governments; or imposed by law through constitutional provisions or enabling legislation. The Justice Court had no restricted fund balances as of May 31, 2019 or 2018

VILLAGE OF BRIARCLIFF MANOR, NEW YORK  
JUSTICE COURT  
NOTES TO THE FINANCIAL STATEMENTS  
MAY31, 2019 and 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Committed – includes amounts that can only be used for a specific purpose pursuant to constraints imposed by formal action of the Village’s highest level of decision making authority before the end of the fiscal year, and requires the same level of formal action to remove the constraint. The Village Board is the decision making authority that can, by resolution prior to the end of the fiscal year, commit fund balance. The Justice Court had no committed fund balances as of May 31, 2019 or 2018.

Assigned – includes amounts that are subject to a purpose constraint that represents an intended use established by the government’s highest level of decision making authority, or by their designated official. The purpose of the assignment must be narrower than the purpose of the General Fund, and in funds other than the General Fund, assigned fund balance represents the residual amount of fund balance. Assigned fund balance generally includes encumbrances and appropriated fund balance. The Village Board is the decision making authority that can, by resolution, assign fund balance. The Justice Court had no assigned fund balances as of May 31, 2019 or 2018.

Unassigned – represents the residual classification for the General Fund, and could report a surplus or deficit. In funds other than the General Fund, the unassigned classification should be used only to report a deficit fund balance resulting from overspending for specific purposes for which amounts had been restricted, committed or assigned.

Order of Use of Fund Balance:

When resources are available from multiple fund balance classifications, the Board will assess the current financial condition of the Village and then determine the order of application of expenditures to which fund balance classification will be charged.

**E. Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.



VILLAGE OF BRIARCLIFF MANOR, NEW YORK  
JUSTICE COURT  
NOTES TO THE FINANCIAL STATEMENTS  
MAY 31, 2019 and 2018

NOTE 2 – CASH AND INVESTMENTS

The Village of Briarcliff Manor investment policies are governed by State statutes. Village monies must be deposited in FDIC-Insured commercial banks or trust companies located within the State. The Treasurer is authorized to use demand accounts and certificates of deposit. Permissible investments include obligations of the U.S. Treasury and U.S. Agencies, repurchase agreements, and obligations of New York State or its localities. Collateral is required for time deposits and certificates of deposit not covered by federal deposit insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies and obligations of New York State and their municipalities and schools. All of the Justice Court's cash balances were covered by FDIC insurance as of May 31, 2019 and 2018.

NOTE 3 – EVENTS OCCURRING AFTER REPORTING DATE

The Village has evaluated events and transactions that occurred between May 31, 2019 and October 12, 2019, which is the date the financial statements were available to be issued, for possible disclosure and recognition in the financial statements.

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 Auditor's Report

To the Mayor, Manager and Board of Trustees  
Of the Village of Briarcliff Manor  
Briarcliff Manor, New York

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the accompanying financial statements of the Justice Court of the Village of Briarcliff Manor, New York as of and for the years ended May 31, 2019 and 2018, and the related notes to the financial statement, which collectively comprise the Justice Court of the Village of Briarcliff Manor, New York's basic financial statement, and have issued our report thereon dated October 12, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Justice Court of the Village of Briarcliff Manor, New York's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the Justice Court of the Village of Briarcliff Manor, New York's internal control. Accordingly, we do not express an opinion on the effectiveness of the Justice Court of the Village of Briarcliff Manor, New York'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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or 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 internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

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

### **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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Mongaup Valley, New York  
October 12, 2019