PENNINGTON BOROUGH FIRE DISTRICT NO. 1

December 31, 2016

BEDARD, KUROWICKI & CO., CPA'S, PC CERTIFIED PUBLIC ACCOUNTANTS

PENNINGTON BOROUGH FIRE DISTRICT NO. 1

For the Year Ended December 31, 2016

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Independent Auditors' Report

Board of Fire Commissioners Pennington Borough Fire District No. 1 Pennington, New Jersey

We have audited the accompanying Financial Statements of the Governmental Activities of the Pennington Borough Fire District No. 1, in the County of Mercer, State of New Jersey, as of December 31, 2016 and for the year ended December 31, 2016 and the related Notes to the Financial Statements, which collectively comprise the District's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting 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 financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' 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 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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Pennington Borough Fire District No. 1, as of December 31, 2016, and the respective changes in financial position thereof and for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, Budgetary Comparison information and Roster of Officials and Surety Bond identified in the Table of Contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it an essential part of the financial reporting for placing the basic financial statements in an appropriated operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with the auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basis financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with the *Government Auditing Standards*, we have also issued our report dated May 9, 2017, on our consideration of the Pennington Borough Fire District No. 1 internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance, and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Pennington Borough Fire District No. 1's internal controls over financial reporting and compliance.

Bedand, Kurowicki & Co. BEDARD, KUROWICKI & CO., CPA'S, PC

May 9, 2017 Flemington, New Jersey

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1 BOROUGH OF PENNINGTON Management's Discussion and Analysis For the Year Ended December 31, 2016

Our discussion and analysis of the financial performance of Pennington Borough Fire District No. 1 (the District) provides an overview of the District's financial activities for the year ended December 31, 2016. Please review it in conjunction with the District's basic financial statements which begin on page 6.

Financial Highlights

Total net position increased \$81,158 which represents 4.9 percent increase from 2015. The excess revenue over expenditures was \$32,732 accounting for the increase in unrestricted net position. The increase in net position reserved for capital projects was \$115,237 and the decrease in net position invested in capital assets was \$66,811.

The amount raised by taxation was \$200,404 or 41.5 percent of all revenue and other funding sources. Funds from an adjoining municipality, transfers from the Capital Fund and interest totaled \$282,167 or 58.5 percent of all revenue and other funding sources.

Total expenditures have decreased \$26,212 or 6.1 percent. Expenditures for capital projects were \$11,046 and \$330,067 in 2016 and 2015, respectively.

Using this Annual Report

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on page 6 and 7) provide information about the activities of the District as a whole. Fund financial statements start on page 8. These statements tell how these services were financed. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds.

Reporting the District as a Whole

The Statement of Net Position and the Statement of Activities

The financial statements of the District as a whole begin on page 6. One of the most important questions asked about the District's finances is, "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the District as a whole and about its activities in a way that helps answer this question. These statements include *all* assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenue and expenses are taken into account regardless of when cash is received or paid. These two statements report the District's *net position* and changes to them.

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1 BOROUGH OF PENNINGTON Management's Discussion and Analysis For the Year Ended December 31, 2016

You can think of the District's net position - the difference between assets and liabilities - as one way to measure the District's financial health, or *financial position*. Over time, *increases or decreases* in the District's net position are one indicator of whether its *financial health* is improving or deteriorating.

Reporting the District's Most Significant Funds

Fund Financial Statements

The financial statements of the District's major funds begin on page 8. The fund financial statements provide detailed information about the most significant funds - not the District as a whole.

General Fund - Most of the District's basic services are reported in the General Fund, which focuses on how money flows in and out of the funds and the balances left at year-end that are available for spending. The General Fund Statements provide a detailed *short-term view* of the District's general operations and the basic services it provides. General Fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs.

Capital Fund - The Capital Fund represents money allocated for future capital expenditures.

The District as a Whole

The District's total net position increased \$81,158 to \$1,741,004 or 4.9 percent. Details of the changes are reflected on page 7.

Original versus Final Budget

Page 14 reflects the variances between the original and final budgeted amounts.

Final Budget versus Actual Results

As reflected on page 14, the District operated within budgetary constraints. Actual revenues were over the final budget by \$11,722 while actual expenses were under the final budget by \$21,247. Revenues were up due to reimbursements for fixed assets purchased. Expenses were down primarily due to a decrease in the costs of the items budgeted for in fire-fighting equipment and repairs.

Capital Assets

At year-end, the District had \$3,030,268 at cost in total capital assets - a net increase of \$11,046 from 2015.

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1 BOROUGH OF PENNINGTON Management's Discussion and Analysis For the Year Ended December 31, 2016

Condensed Comparative Information

	2016			2015	Increase (Decrease)		
Net position							
Current and other assets	\$	1,357,781	\$	1,226,948	\$	130,833	
Capital assets		563,026		629,837		(66,811)	
Total assets	\$	1,920,807	\$	1,856,785	\$	64,022	
Liabilities and deferred inflows of							
resources	\$	179,803	\$	196,939	\$	(17,136)	
Unreserved	\$	779,987	\$	747,255	\$	32,732	
Reserved for capital purchases		397,991		282,754		115,237	
Investment in capital assets		563,026		629,837		(66,811)	
-	\$	1,741,004	\$	1,659,846	\$	81,158	
Revenue and expenditures							
Revenue	\$	482,571	\$	490,448	\$	(7,877)	
Expenditures		401,413		427,625		(26,212)	
Change in net position	\$	81,158	\$	62,823	\$	18,335	

Economic Factors and Next Year's Budget and Rates

The District's governing body considers many factors when setting the 2017 budget and tax rates including the economy, the rate of inflation and planned future capital projects. The tax rate will remain \$.04 per \$100 of assessed valuation.

Contacting the District's Financial Management

The financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. This discussion and analysis is based upon information that was available as of May 9, 2017.

If you have questions about this report or need additional financial information, contact the Board Clerk at P.O. 387, Pennington, NJ 08534.

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Statement of Net Position December 31, 2016

ASSETS

Assets		
Cash and cash equivalents	\$	646,665
Due from adjoining municipality		65,571
Note receivable from municipality		62,554
Cash and cash equivalents - restricted		582,991
Capital assets, net of accumulated depreciation		563,026
Total assets	\$ 1,	,920,807

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION

Liabilities	
Accrued expenses	\$ 117,249
Deferred inflows of resources	
Unearned revenue	 62,554
Total liabilities and deferred inflows of resources	 179,803
Net position	
Unrestricted	779,987
Restricted for capital asset purchases	397,991
Net investment in capital assets	 563,026
Total net position	1,741,004
Total liabilities, deferred inflows of resources and net position	\$ 1,920,807

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Statement of Activities and Change in Net Position For the Year Ended December 31, 2016

Revenue	
District taxes	\$ 200,404
Adjoining municipality taxes	270,445
Interest	2,280
Other income	 9,442
Total revenue	482,571
Expenses	
Operating and maintenance	323,556
Depreciation	 77,857
Total expenses	 401,413
Change in net position	81,158
Net position - beginning of year	 1,659,846
Net position - end of year	\$ 1,741,004

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Balance Sheet - Governmental Funds December 31, 2016

	General Fund		Capital Fund		Eliminations		Total	
Assets								
Cash and cash equivalents	\$	646,665	\$	-	\$	-	\$	646,665
Due from adjoining municipality		65,571		-		-		65,571
Due from Capital Fund		185,000		-		(185,000)		-
Note receivable from municipality		62,554		-		-		62,554
Cash and cash equivalents - restricted		-		582,991		-		582,991
Total assets	\$	959,790	\$	582,991	\$	(185,000)	\$ 1	1,357,781
Liabilities								
Accrued expenses	\$	117,249	\$	-	\$	-	\$	117,249
Due to General Fund		-		185,000		(185,000)		-
Total liabilities		117,249		185,000		(185,000)		117,249
Deferred inflows of resources								
Unearned revenue		62,554		_		_		62,554
Total liabilities and deferred								
inflow of resources		179,803		185,000		(185,000)		179,803
		,		,				,
Fund balances								
Unrestricted		779,987		-		-		779,987
Restricted for capital asset purchases		-		397,991		-		397,991
Total fund balances		779,987		397,991		-		1,177,978
Total liabilities, deferred inflows of								
resources and fund balances	\$	959,790	\$	582,991	\$	(185,000)	\$ 1	1,357,781

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Reconciliation of Governmental Fund Position to the District-Wide Statement of Net Position December 31, 2016

Total fund position - Governmental Funds	\$ 1,177,978
Capital assets used in government activities are not financial	
resources and therefore are not reported in the funds	563,026
Total net position	\$ 1,741,004

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Statement of Revenue, Expenses and Changes in Fund Balance For the Year Ended December 31, 2016

		General Fund		Capital Fund	El	iminations		Total
Revenue								
District taxes	\$	200,404	\$	-	\$	-	\$	200,404
Adjoining municipality		270,445		-		-		270,445
Interest		2,043		237		-		2,280
Other income		9,442		-		-		9,442
Transferred from/to General Fund	-	-		115,000		(115,000)		-
Total revenue		482,334		115,237		(115,000)		482,571
Expenses								
Operating and maintenance		323,556		-		-		323,556
Transfer from/to Capital Fund		115,000		-		(115,000)		-
Capital outlay		11,046		-		-		11,046
Total expenses		449,602		-		(115,000)		334,602
Increase (decrease) fund balance		32,732		115,237		-		147,969
Fund balance - beginning of year		747,255		282,754				1,030,009
Fund balance - end of year	\$	779,987	\$	397,991	\$			1,177,978
Amounts reported in the governmental activity in the Statement of Activities is different because:								
Cumulative difference between fund balance and net position from Governmental activity through December 31, 2015							629,837	
Government funds report capital outlays as expenditures However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation (\$77,857) exceeded								
capital outlays (\$11,046) in the curren	t ye	ar						(66,811)

Net fund balance of governmental activity\$ 1,741,004

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Notes to the Financial Statements

Note 1 - <u>Summary of significant accounting policies</u>

Nature of activities

The Pennington Borough Fire District No. 1 (the District) is a political subdivision of the Borough of Pennington, New Jersey. A five-member Board governs the District. Members are elected annually on a rotating basis to three-year terms. The District provides fire protection, prevention, safety and education services to the Borough of Pennington and to surrounding local communities.

Financial reporting/principles of accounting

The accompanying financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Government Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The implementation of GASB has created additional statements, schedules, reports and notes disclosures as follows:

- Financial statements are prepared using full accrual accounting methods, including recording of depreciation on capital assets and recording those assets net of accumulated depreciation.
- The basic financial statements include District-wide Statements and Fund Financial Statements, as explained in the following note disclosures:

District-wide Statements: The Statement of Net Position and the Statement of Activities display information about the District. The District activities are financed through taxes and funds from an adjoining municipality. The government-wide financial statements are reported using the accrual basis of accounting. Revenue is recorded when earned and expenses recorded at the time liabilities are incurred, regardless of when the cash flows take place.

Fund Financial Statements: The fund financial statements provide information about the District's activities, which are reported in the General Fund and the Capital Fund. Governmental Funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenue is recognized when measurable and available. Expenditures are recorded when the related fund liabilities are incurred. General capital asset acquisitions are reported as expenditures in Governmental Funds.

General Fund: This is the District's operating fund. It accounts for all financial resources of the District except those required to be accounted for in other funds.

Capital Fund: This fund accounts for expenditures for capital assets.

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Notes to the Financial Statements

Note 1 - <u>Summary of significant accounting policies (continued)</u>

Budget and budgetary accounting

The District adopts an annual budget for the General Fund. Budget amendments are passed on an as-needed basis, and a balanced budget is required. Appropriations lapse at the end of the year, unless encumbered.

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 assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Cash and cash equivalents

Cash and cash equivalents consist of cash in bank and money market funds.

Capital assets

Capital assets are recorded as expenditures at the time of purchase and the related assets are capitalized at cost. It is the District's policy to capitalize assets with costs in excess of \$1,000 and an estimated useful life in excess of one year. Depreciation is recorded using the straight-line method over the estimated useful lives of the assets as follows:

Fire apparatus	10 years
Fire-fighting equipment	5 - 10 years
Other equipment	3 - 10 years

Income taxes

The District is a subdivision of the Borough of Pennington and is not required to file tax returns. Accordingly, no provision for income taxes has been made in the financial statements.

Note 2 - <u>Concentration of credit risk</u>

The District maintains its cash balances in one financial institution. These cash balances are insured by Federal Deposit Insurance Corporation, (FDIC). The funds in excess of the FDIC limit are insured by the State of New Jersey's Governmental Unit Deposit Protection Act.

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Notes to the Financial Statements

Note 3 - <u>Capital assets</u>

A summary of changes in capital assets and accumulated depreciation at December 31, 2016 is as follows:

Capital assets	Beginning Balance	Additions Dispositions		Ending Balance
Fire apparatus	\$ 1,144,931	\$-	\$ -	\$ 1,144,931
Fire-fighting equipment	812,879	11,046	-	823,925
Other equipment	117,412		-	117,412
Truck - deposit	300,000	-	-	300,000
Truck	644,000			644,000
Total	3,019,222	11,046	-	3,030,268
Accumulated depreciation				
Fire apparatus	1,144,931	-	-	1,144,931
Fire-fighting equipment	626,351	46,409	-	672,760
Other equipment	95,275	1,941	-	97,216
Truck	522,828	29,507		552,335
Total	2,389,385	77,857		2,467,242
Capital assets, net	\$ 629,837	\$ (66,811)	\$ -	\$ 563,026

Depreciation expense was \$77,857 for the year ended December 31, 2016.

Note 4 - <u>Levied taxes</u>

The total tax levied by the Borough of Pennington to fund the operations of the District was \$200,404. The tax rate per \$100 of assessed valuation is \$.04, based on the assessed valuation of \$496,369,730.

Note 5 - <u>Retirement plan</u>

The District has a Length of Service Award Program (LOSAP). Members qualify based on various criteria determined by the District. LOSAP expenditures for the year ended December 31, 2016 were \$71,000.

Note 6 - <u>Subsequent events</u>

The District's management has determined that no material events or transactions occurred subsequent to December 31, 2016 and through May 9, 2017, the date of the District's financial statement issuance, which require additional disclosure in the District's financial statements.

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Schedule of Budget vs. Actual Expenses - General Fund For the Year Ended December 31, 2016

	Unaudited Original Budget		Unaudited Final Budget		Actual		Under (over) Final Budget	
Revenue								
District taxes	\$	200,404	\$	200,404	\$	200,404	\$	-
Adjoining municipality		270,445		270,445		270,445		-
Interest		-		-		2,280		2,280
Other income		-		-		9,442		9,442
Total revenue and other								
financing sources		470,849		470,849		482,571		11,722
Expenditures						-		
Fire-fighting equipment		50,539		53,539		43,470		10,069
Rent		55,872		55,872		55,872		-
Insurance		54,000		66,400		66,367		33
Professional services		33,500		33,500		33,530		(30)
Office		9,984		7,284		7,178		106
Elections		500		500		500		-
Training and education		13,400		10,800		10,317		483
Diesel and gas		12,000		5,700		5,733		(33)
Equipment and repairs		19,554		19,554		12,313		7,241
Vehicle repairs		23,000		23,000		19,656		3,344
Medical		1,000		-		-		-
Contingency		2,000		-		-		-
LOSAP		71,000		71,000		71,000		-
Awards		2,500		-		-		-
Telephone		7,000		8,700		8,666		34
Reserve for capital outlays		115,000		115,000		115,000		-
Total expenditures		470,849		470,849		449,602		21,247
Excess of revenue								
over expenditures	\$		\$		\$	32,969	\$	32,969

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Schedule of Officials and Surety Bond December 31, 2016

NAMES OF BOARD OF COMMISSIONERS

AMOUNT OF SURETY BOND

Mark Blackwell	}	
William B. Meytrott, Jr.	}	
Brian Hofacker	}	\$75,000 total coverage per loss
Robert M. Di Falco	}	
Eugene M. Schooley, Jr.	}	

See independent auditors' report



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

Board of Fire Commissioners Pennington Borough Fire District No. 1 Pennington, New Jersey

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Financial Statements of the Governmental Activities of the Pennington Borough Fire District No. 1, as of and for the year ended December 31, 2016, and the related Notes to the Financial Statements, which collectively comprise Pennington Borough Fire District No. 1's basic financial statements, and have issued our report thereon dated May 9, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Pennington Borough Fire District No. 1's internal control over financial reporting (internal control) to determine audit procedures that are appropriate in the circumstance for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District'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 entity'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 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 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 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 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. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Pennington Borough Fire District No. 1's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, and contracts, 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 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 results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or compliance. The report is an integral part of any 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.

Bedand, Kurowicki & Co. BEDARD, KUROWICKI & CO., CPA'S, PC

May 9, 2017 Flemington, New Jersey

PENNINGTON BOROUGH FIRE DISTRICT NO. 1 Schedule of Findings and Responses For the Year Ended December 31, 2016

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with Government Auditing Standards and with audit requirements as prescribed by the Bureau of Authority Regulation, Division of Local Government Services, Department of Community Affairs, and State of New Jersey.

Findings 2016 - None