

**TOWNSHIP OF GLOUCESTER
FIRE DISTRICT No. 5**

**BLACKWOOD, NEW JERSEY
CAMDEN COUNTY**



**REPORT OF AUDIT
FOR THE YEAR ENDED
DECEMBER 31, 2016**

**FIRE DISTRICT NO. 5
TOWNSHIP OF GLOUCESTER, NEW JERSEY**

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TOWNSHIP GLOUCESTER, NEW JERSEY**

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FIRE DISTRICT NO. 5
TOWNSHIP OF GLOUCESTER, NEW JERSEY
Roster of Officials and Surety Bonds

Board of Commissioners

| <u>Name</u> | <u>Title</u> | <u>Amount of Surety Bond</u> |
|---------------------|---|-------------------------------------|
| Barry Engelbert | Chairman & Personnel Director | (A) |
| Joseph DeRosa | Vice-Chairman, Treasurer & Co-Secretary | (A) |
| Christopher Rinaldi | Co-Secretary | (A) |
| Daryl Lloyd | Commissioner | (A) |
| John Moran | Commissioner | (A) |

Other Officials

| | | |
|----------------|-------|-----|
| Marge Martinis | Clerk | (A) |
|----------------|-------|-----|

(A) Municipal Excess Liability Joint Insurance Fund provides a blanket bond in the amount of \$1,000,000.00.

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

Board of Fire Commissioners
Fire District No. 5
Township of Gloucester
Sicklerville, New Jersey 08081

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Township of Gloucester Fire District No. 5, in the County of Camden, State of New Jersey, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Fire 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.

Auditor's Responsibility

Our responsibility is to express opinions 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; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and in compliance with audit requirements as prescribed by the Bureau of Authority Regulation, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Those standards require that we plan and perform the audit 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 Fire District'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 Fire District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles 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.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Gloucester Fire District No. 5, in the County of Camden, State of New Jersey, as of December 31, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of the Fire District's proportionate share of the net pension liability, and schedule of the Fire District's contributions as listed 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 to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic 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 Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township of Gloucester Fire District No. 5's basic financial statements. The accompanying major fund supporting statements and schedules are presented for purposes of additional analysis, as required by the Bureau of Authority Regulation, Division of Local Government Services, Department of Community Affairs, State of New Jersey, and are not a required part of the basic financial statements.

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 25, 2017 on our consideration of the Township of Gloucester Fire District No. 5'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 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 Township of Gloucester Fire District No. 5's internal control over financial reporting and compliance.

Respectfully submitted,



BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Voorhees, New Jersey
April 25, 2017

**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

Board of Fire Commissioners
Fire District No. 5
Township of Gloucester
Sicklerville, New Jersey 08081

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the standards applicable to financial statement audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and in compliance with audit requirements as prescribed by the Bureau of Authority Regulation, Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements of the governmental activities and each major fund of the Township of Gloucester Fire District No. 5, in the County of Camden, State of New Jersey, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Fire District's basic financial statements, and have issued our report thereon dated April 25, 2017.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Township of Gloucester Fire District No. 5'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Fire District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township of Gloucester Fire District No. 5'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 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 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 Township of Gloucester Fire District No. 5's financial statements are free from 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*, and audit requirements as prescribed by the Bureau of Authority Regulation, Division of Local Government Services, Department of Community Affairs, State of New Jersey.

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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 on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and audit requirements as prescribed by the Bureau of Authority Regulation, Division of Local Government Services, Department of Community Affairs, State of New Jersey, in considering the Fire District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

A handwritten signature in black ink that reads "Bowman & Company LLP". The signature is written in a cursive, flowing style.

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Voorhees, New Jersey
April 25, 2017

REQUIRED SUPPLEMENTARY INFORMATION
PART I

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Management's Discussion and Analysis
For the Year Ended December 31, 2016
(Unaudited)

As management of the Township of Gloucester Fire District No. 5 (the "Fire District"), we offer readers of the Fire District's financial statements this narrative overview and analysis of the financial activities of the Fire District for the year ended December 31, 2016. The intent of this discussion and analysis is to look at the Fire District's financial performance as a whole; readers should also review the information furnished in the notes to the basic financial statements and financial statements to enhance their understanding of the Fire District's financial performance.

Financial Highlights

- During the year ended December 31, 2015, the Fire District was required to implement Governmental Accounting Standard Board (GASB) Statement 68, *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27*, and GASB 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date - an amendment of GASB Statement No. 68*, see discussion below. In addition, the notes to the financial statements provide a more thorough discussion of the implementation of GASB 68 and GASB 71 and the effects on the financial statements.
- The net position of the Fire District, which represents the difference between the summation of assets and deferred outflows of resources, and the summation of liabilities and deferred inflows of resources, totaled a deficit of (\$377,509.56) at the close of the current year. At December 31, 2015, net position was a deficit of (\$416,037.79).
- As of the close of the current year, the Fire District's governmental funds reported combined ending fund balances of \$849,923.77 a decrease of (\$161,011.31) in comparison with the prior year which was \$1,010,635.08. The decrease was mostly attributable to the use of restricted fund balance in the amount of \$300,000.00 for a down payment on a new truck that the Fire District will take delivery of in 2017.
- At the end of the current year, fund balance in the general fund was \$849,623.77 of which \$55,000.00 is restricted for a future capital outlay, \$50,000.00 is assigned designated for subsequent year's expenditures, \$4,060.68 is nonspendable as it is for prepaid expenses and \$740,563.09 is unassigned. This was a decrease of \$161,011.31 over the general fund balance at December 31, 2015 of \$1,010,635.08.
- Capital assets net of accumulated depreciation at December 31, 2016 was \$1,468,921.39. This was an increase of \$293,342.03 over the balance at December 31, 2015 of \$1,175,579.36. This was primarily a result of a down payment of \$300,000.00 made on the purchase of a new fire truck which has been recorded as construction in progress pending the delivery of the completed asset in 2017 where by the balance of its cost will be funded by a capital lease.

USING THIS REPORT OF AUDIT

This report of audit consists of a series of financial statements. The statement of net position and the statement of activities provide information about the activities of the Fire District as a whole and present a longer-term view of the Fire District's finances. Fund financial statements for the governmental activities tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Fire District's operations in more detail than the government-wide statements by providing information about the Fire District's most significant funds.

Reporting the Fire District as a Whole

One of the most important questions asked about the Fire District's finances is, "Is the Fire 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 Fire District as a whole and about its activities in a way that helps answer this question.

These statements include *all* assets, deferred outflows of resources, liabilities, and deferred inflows of resources using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Management's Discussion and Analysis
For the Year Ended December 31, 2016
(Unaudited)

USING THIS REPORT OF AUDIT (CONT'D)

Reporting the Fire District as a Whole (Cont'd)

These two statements report the Fire District's *net position* and changes in it. You can think of the Fire District's net position - which represents the difference between the summation of assets and deferred outflows of resources, and the summation of liabilities and deferred inflows of resources - as one way to measure the Fire District's financial health, or *financial position*. Over time, *increases or decreases* in the Fire District's net position is one indicator of whether its *financial health* is improving or deteriorating.

You will need to consider other nonfinancial factors, however, such as changes in the Fire District's property tax base and the condition of the Fire District's capital assets, to assess the *overall health* of the Fire District.

Reporting the Fire District's Most Significant Funds

The fund financial statements provide detailed information about the most significant funds, not the Fire District as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Fire District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Fire District are in one category: governmental funds. The Fire District has no proprietary funds or fiduciary funds.

Governmental funds - governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Fire District maintains four individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, special revenue fund, capital projects fund, and debt service fund, which are all considered to be major funds.

The Fire District adopts an annual budget for its general fund, debt service fund and when applicable, its special revenue fund. Budgetary comparison schedules have been provided to demonstrate compliance with these budgets.

Notes to the Financial Statements - the notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Management's Discussion and Analysis
For the Year Ended December 31, 2016
(Unaudited)

USING THIS REPORT OF AUDIT (CONT'D)

THE FIRE DISTRICT AS A WHOLE

During 2016, the Fire District's net position increased by \$38,528.23, increasing from (\$416,037.79) in 2015 to (\$377,509.56) in 2016. The following analysis focuses on the net position (Table A-1 and A-2) and changes in net position (Table A-3) for the Fire District's governmental activities.

| <u>TABLE A-1</u> | | |
|--|------------------------|------------------------|
| | <u>2016</u> | <u>2015</u> |
| Current and Other Assets | \$ 849,623.77 | \$ 1,030,353.77 |
| Capital Assets | 1,468,921.39 | 1,175,579.36 |
| Total Assets | 2,318,545.16 | 2,205,933.13 |
| Deferred Outflow of Resources - Related to Pensions | 882,502.00 | 590,029.00 |
| Long-term Liabilities Outstanding | 3,059,040.04 | 2,870,171.33 |
| Other Liabilities | 255,476.68 | 278,084.59 |
| Total Liabilities | 3,314,516.72 | 3,148,255.92 |
| Deferred Inflow of Resources - Related to Pensions | 264,040.00 | 63,744.00 |
| Net Position: | | |
| Net Investment in Capital Assets | 898,921.39 | 525,579.36 |
| Restricted | 55,000.00 | 265,854.97 |
| Unrestricted (Deficit) | (1,331,430.95) | (1,207,472.12) |
| Total Net Position | \$ (377,509.56) | \$ (416,037.79) |

In total, assets increased by \$112,612.03. The overall cash position of the Fire District decreased by \$179,885.90 from December 31, 2015 as a result of the 2016 operations in the governmental activities which included a down payment of \$300,000.00 on a fire truck which will be received in 2017. Deferred outflows increased \$292,473.00 as a result GASB 68 for the Fire District's participation in various pension plans. In addition, during 2016, capital assets (net) increased by \$293,342.03 from changes that included depreciation on the Fire District capital assets and the previously mentioned down payment on a fire truck.

Overall liabilities increased by \$166,260.80. The main contributor to the increase was from net pension liability from the Fire District's participation in the pension plans.

Deferred inflows of resources increased by \$200,296.00 as a result GASB 68 for the Fire District's participation in various pension plans.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
 Management's Discussion and Analysis
 For the Year Ended December 31, 2016
 (Unaudited)

USING THIS REPORT OF AUDIT (CONT'D)

THE FIRE DISTRICT AS A WHOLE (CONT'D)

A significant portion of the Fire District's total net position at the end of the current year reflects its net investment in capital assets (i.e., buildings, vehicles, etc.), which totaled \$898,921.39. This component represents capital assets, net of accumulated depreciation, and net of outstanding balances of borrowings used for the acquisition, construction, or improvement of those assets. The Fire District uses these assets to provide firefighting services to the residents of the Fire District; consequently, these assets are not available for future spending. Although the Fire District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

An additional component of the Fire District's net position represents resources that are restricted, which totaled \$55,000.00. This amount is restricted for future capital outlay.

The third and final component of net position is unrestricted. This component represents resources and uses that do not meet the criteria of the aforementioned two components of net position. At the end of the current year, the Fire District's unrestricted net position was a deficit of (\$1,331,430.95). The primary reason for the deficit is GASB 68 for the Fire District's participation in the various pension plans.

Table A-2 provides an illustration of the impact of the Fire District's Net Position as a result of GASB 68.

TABLE A-2
Statement of Net Position - Effect of Pension Related Items

| | <u>Dec. 31, 2016</u> | <u>Dec. 31, 2015</u> | <u>Change</u> | <u>% Change</u> |
|---|--------------------------|--------------------------|------------------------|-----------------|
| Deferred Outflow s Related to Pensions | \$ 882,502.00 | \$ 590,029.00 | \$ 292,473.00 | 49.57% |
| Less: Net Pension Liability | (2,457,671.00) | (2,184,605.00) | (273,066.00) | 12.50% |
| Less: Deferred Inflow s Related to Pensions | <u>(264,040.00)</u> | <u>(63,744.00)</u> | <u>(200,296.00)</u> | <u>314.22%</u> |
| | <u>\$ (1,839,209.00)</u> | <u>\$ (1,658,320.00)</u> | <u>\$ (180,889.00)</u> | <u>376.29%</u> |

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Management's Discussion and Analysis
For the Year Ended December 31, 2016
(Unaudited)

USING THIS REPORT OF AUDIT (CONT'D)

THE FIRE DISTRICT AS A WHOLE (CONT'D)

Table A-3 reflects changes in net position for the years 2016 and 2015.

| TABLE A-3 | | |
|---|-------------------------------|-------------------------------|
| | <u>2016</u> | <u>2015</u> |
| Expenses: | | |
| Operating Appropriations: | | |
| Administration | \$ 260,547.47 | \$ 167,683.16 |
| Cost of Operations and Maintenance | 1,300,380.62 | 1,409,730.31 |
| Operating Appropriations Offset with Revenues | 26,712.29 | 14,724.70 |
| Interest on Long-Term Debt | <u>27,272.83</u> | <u>30,952.90</u> |
| Total Program Expenses | <u>1,614,913.21</u> | <u>1,623,091.07</u> |
| Program Revenues: | | |
| Charges for Services | 36,857.44 | 34,429.70 |
| Operating Grants and Contributions | <u>23,490.61</u> | <u>24,984.61</u> |
| Net Program Expenses | <u>1,554,565.16</u> | <u>1,563,676.76</u> |
| General Revenues | | |
| Taxes: | | |
| Property Taxes, Levied for General Purposes | 1,439,759.00 | 1,353,556.00 |
| Taxes Levied for debt Service | 108,060.00 | 111,740.00 |
| Unrestricted Investment Earnings | 1,295.17 | 1,633.07 |
| Miscellaneous Income | <u>43,979.22</u> | <u>21,974.56</u> |
| Total General Revenues | <u>1,593,093.39</u> | <u>1,488,903.63</u> |
| Change in Net Position | 38,528.23 | (74,773.13) |
| Net Position, January 1 | <u>(416,037.79)</u> | <u>(341,264.66)</u> |
| Net Position, December 31 | <u><u>\$ (377,509.56)</u></u> | <u><u>\$ (416,037.79)</u></u> |

During 2016, the Fire District's total expenses decreased by (\$8,177.86), decreasing from \$1,623,091.17 in 2015 to \$1,614,913.21 in 2016. The net decrease in total expenses is mainly attributable to a net decrease of expenses incurred in the cost of operations and maintenance of (\$109,349.69) and interest on long-term debt of (\$3,680.07) offset with net increases for administrative expenses of \$92,864.31 and operating appropriations offset with revenues of \$11,987.29.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Management's Discussion and Analysis

For the Year Ended December 31, 2016

(Unaudited)

USING THIS REPORT OF AUDIT (CONT'D)

THE FIRE DISTRICT AS A WHOLE (CONT'D)

During 2016, the Fire District's total revenues increased by \$105,123.50, increasing from \$1,548,317.94 in 2015 to \$1,653,441.44 in 2016. The net increase in total revenues is largely attributable to an increase of \$82,523.00 for property taxes; a net increase in revenues of \$2,427.74 for services under the Uniform Fire Safety Act, a net increase in miscellaneous income of \$22,004.66 offset by decreases in operating grants and contributions of (\$1,494.00) and unrestricted investment earnings of (\$337.90). Property taxes for general and debt service totaled \$1,547,819.00 and represent 94% of all revenues.

THE FIRE DISTRICT'S FUNDS

Governmental Funds

As stated previously, all of the Fire District's funds are governmental funds. At the close of the current year the Fire District reported a *combined* ending fund balance of \$849,623.77, which is less than the previous year's total of \$1,010,635.08. Of the aforementioned combined ending fund balance, an unassigned fund balance existed in the amount of \$740,563.09. The remainder of fund balance is restricted or assigned to indicate that it is not available for new spending because it has already been earmarked as follows: (1) nonspendable representing prepaid expenses \$4,060.68; (2) restricted reserved for future capital outlays \$55,000.00; or (3) assigned to the 2017 budget for subsequent year's expenditures \$50,000.00.

General Fund - The general fund is the general operating fund of the Fire District and is used to account for the inflows and outflows its of financial resources. The acquisition of certain capital assets, such as equipment, is accounted for in the general fund when it is responsible for the financing of such expenditures. At the end of the current fiscal year, the Fire District has an unassigned fund balance of \$740,563.09, a nonspendable fund balance of \$4,060.98, a restricted fund balance of \$55,000.00 and a fund balance of \$50,000.00 assigned to the 2017 budget for subsequent year's expenditures.

During the current year, the fund balance of the Fire District's general fund decreased by \$161,011.31. This resulted from various revenues in excess of the anticipated budget by \$12,553.22, miscellaneous revenues which were not budgeted of \$43,979.22, and spending less than anticipated for various budget appropriations by \$82,456.25 offset by the utilization of restricted and unrestricted fund balance for a down payment on a fire truck in the amount of \$300,000.00.

Special Revenue Fund - The Fire District had no special revenue fund activity for the current year and no fund balance at December 31, 2016 or 2015.

Capital Projects Fund - The Fire District had no capital projects fund activity for the current year and no fund balance at December 31, 2016 or 2015.

Debt Service Fund - The debt service fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest. For the current year, the Fire District expended \$80,000.00 and \$28,060.00 representing the payment of principal and interest on the Fire District's general obligation bonds. Revenue for the payment of debt service was \$108,060.00 from property taxes. There was no fund balance at December 31, 2016 or 2015.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
 Management's Discussion and Analysis
 For the Year Ended December 31, 2016
 (Unaudited)

USING THIS REPORT OF AUDIT (CONT'D)

THE FIRE DISTRICT'S FUNDS (CONT'D)

General Fund Budgetary Highlights

For the year 2016, the Fire District's budget, as approved by the voters, included a budgetary basis revenue estimate of \$1,467,297.00. It was not amended.

In the 2016 budget, the Fire District budgeted \$600.00 for interest earned on deposits, \$1,467,297.00 for property taxes (local tax levy), \$25,000.00 for various Uniform Fire Safety Act revenues and \$1,938.00 state aid revenues for a supplemental fire services grant.

The final budgetary basis expenditure appropriation estimate, \$1,767,297.00 with various budget transfers made during 2016 was the same as the original approved by the voters. In addition to the revenues stated previously, this budget was supported by the utilization of restricted and assigned fund balance of \$300,000.00.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The Fire District's investment in capital assets for its governmental activities as of December 31, 2016 was \$1,468,921.39 (net of accumulated depreciation). This investment in capital assets includes construction in progress, buildings, fire equipment, vehicles and fire apparatus. Some of the vehicles and equipment owned by the Fire District have been fully depreciated over time so are not reflected in the balances for Table A-4 below.

| TABLE A-4 | | |
|---|-------------------------------|-------------------------------|
| CAPITAL ASSETS (NET OF ACCUMULATED DEPRECIATION) | | |
| | <u>2016</u> | <u>2015</u> |
| Construction In Progress | \$ 300,000.00 | |
| Buildings and Improvements | 1,115,320.39 | \$ 1,155,579.36 |
| Fire Equipment | 38,601.00 | |
| Vehicles | <u>15,000.00</u> | <u>20,000.00</u> |
| Total | <u>\$ 1,468,921.39</u> | <u>\$ 1,175,579.36</u> |

Additional information on the Fire District's capital assets can be found in the notes to the financial statements.

Long-term Debt

General Obligation Bonds. At the end of the current year, the Fire District had \$570,000.00 in general obligation bonds outstanding, a decrease of \$80,000.00 from last year.

Compensated Absences. In accordance with the labor agreement, the Fire District recognized a liability for compensated absences at December 31, 2016 in the amount of \$132,419.58. This liability represents the Fire District's contractual obligation to compensate employees for accumulated unused sick leave, vacations, personal and other compensated time.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Management's Discussion and Analysis
For the Year Ended December 31, 2016
(Unaudited)

Long-term Debt (Cont'd)

Net Pension Liability. The Fire District's annual required contribution to the pension systems are budgeted and paid on an annual basis. For additional details on the net pension liability, see the notes to the financial statements.

Economic Factors and Next Year's Budget

For the 2016 year, the Fire District was able to sustain its budget through the township tax levy, state aid, and miscellaneous revenue sources. The 2017 budget was adopted on December 6, 2016 by the Commissioners, and the voters subsequently approved the budget at the annual fire district election held on February 18, 2017.

Requests for Information

This financial report is designed to provide a general overview of the Fire District's finances for all those with an interest in the Fire District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Marge Martinis, Administrative Clerk, at Gloucester Township Fire District No. 5. 1781 Sicklerville Road, Sicklerville, NJ 08081.

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Statement of Net Position

December 31, 2016

ASSETS:

| | |
|--------------------------------------|---------------------|
| Cash and Cash Equivalents | \$ 790,063.09 |
| Accounts Receivable (Note 4) | 500.00 |
| Prepaid Expenses | 4,060.68 |
| Restricted Assets: | |
| Restricted Cash and Cash Equivalents | 55,000.00 |
| Capital Assets, net (Note 5) | <u>1,468,921.39</u> |
| Total Assets | <u>2,318,545.16</u> |

DEFERRED OUTFLOWS OF RESOURCES:

| | |
|------------------------------|-------------------|
| Related to Pensions (Note 8) | <u>882,502.00</u> |
|------------------------------|-------------------|

LIABILITIES:

| | |
|----------------------------------|---------------------|
| Accounts Payable: | |
| Pensions | 99,212.00 |
| Accrued Liabilities: | |
| Interest Payable | 5,608.14 |
| Pensions | 49,606.00 |
| Noncurrent Liabilities (Note 6): | |
| Due within One Year | 101,050.54 |
| Due beyond One Year | <u>3,059,040.04</u> |
| | <u>3,314,516.72</u> |

DEFERRED INFLOWS OF RESOURCES:

| | |
|------------------------------|-------------------|
| Related to Pensions (Note 8) | <u>264,040.00</u> |
|------------------------------|-------------------|

NET POSITION:

| | |
|----------------------------------|------------------------|
| Net Investment in Capital Assets | 898,921.39 |
| Restricted for: | |
| Capital Projects | 55,000.00 |
| Unrestricted (Deficit) | <u>(1,331,430.95)</u> |
| Total Net Position | <u>\$ (377,509.56)</u> |

The accompanying Notes to Financial Statements are an integral part of this statement.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Statement of Activities
For the Year Ended December 31, 2016

| | |
|---|-------------------------------|
| Expenses: | |
| Operating Appropriations: | |
| Administration | \$ 260,547.47 |
| Cost of Operations and Maintenance | 1,300,380.62 |
| Operating Appropriations Offset with Revenues | 26,712.29 |
| Interest on Long-Term Debt | <u>27,272.83</u> |
| Total Program Expenses | <u>1,614,913.21</u> |
| | |
| Program Revenues: | |
| Charges for Services | 36,857.44 |
| Operating Grants and Contributions | <u>23,490.61</u> |
| Net Program Expenses | <u>1,554,565.16</u> |
| | |
| General Revenues: | |
| Taxes: | |
| Property Taxes, Levied for General Purposes | 1,439,759.00 |
| Taxes Levied for Debt Service | 108,060.00 |
| Unrestricted Investment Earnings | 1,295.17 |
| Miscellaneous Income | <u>43,979.22</u> |
| Total General Revenues | <u>1,593,093.39</u> |
| Change in Net Position | 38,528.23 |
| Net Position, January 1 | <u>(416,037.79)</u> |
| Net Position, December 31 | <u><u>\$ (377,509.56)</u></u> |

The accompanying Notes to Financial Statements are an integral part of this statement.

FUND FINANCIAL STATEMENTS

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Balance Sheet
 Governmental Funds
 December 31, 2016

| | <u>General Fund</u> | <u>Special Revenue Fund</u> | <u>Capital Projects Fund</u> | <u>Debt Service Fund</u> | <u>Total Governmental Funds</u> |
|-------------------------------------|-------------------------|-------------------------------------|--------------------------------------|----------------------------------|---|
| ASSETS: | | | | | |
| Cash and Cash Equivalents | \$ 845,063.09 | | | | \$ 845,063.09 |
| Accounts Receivable | 500.00 | | | | 500.00 |
| Prepaid Expenses | 4,060.68 | | | | 4,060.68 |
| | <u>\$ 849,623.77</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 849,623.77</u> |
| LIABILITIES AND FUND BALANCES: | | | | | |
| Fund Balances: | | | | | |
| Nondisposable | \$ 4,060.68 | | | | \$ 4,060.68 |
| Restricted: | | | | | |
| For Future Capital Outlays | 55,000.00 | | | | 55,000.00 |
| Assigned: | | | | | |
| For Subsequent Year's Expenditures | 50,000.00 | | | | 50,000.00 |
| Unassigned | 740,563.09 | | | | 740,563.09 |
| Total Fund Balances | <u>849,623.77</u> | | | | <u>849,623.77</u> |
| Total Liabilities and Fund Balances | <u>\$ 849,623.77</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | |

(Continued)

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
 Balance Sheet
 Governmental Funds
 December 31, 2016

| | <u>Total Governmental Funds</u> |
|--|---|
| Amounts reported for <i>governmental activities</i> in the statement of net position (A-1) are different because: | |
| Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. The cost of the assets is \$3,282,714.09, and the accumulated depreciation is \$1,813,792.70. | \$ 1,468,921.39 |
| Deferred outflows and deferred inflows related to pensions represent the consumption and acquisition, respectively, of resources that relate to future periods; therefore, such amounts are not reported in the fund financial statements. | 618,462.00 |
| Accounts payable and accrued expenses related to pensions are not liquidated with current financial resources; therefore, such amounts are not recorded in the fund financial statements. | (148,818.00) |
| Accrued interest payable is not due and payable in the current period and, therefore, is not reported as liabilities in the funds. | (5,608.14) |
| Long-term liabilities, including bonds payable, pension liability, and compensated absences are not due and payable in the current period and therefore are not reported in the funds. | <u>(3,160,090.58)</u> |
| Net position of governmental activities | <u>\$ (377,509.56)</u> |

The accompanying Notes to Financial Statements are an integral part of this statement.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended December 31, 2016

| | <u>General Fund</u> | <u>Special Revenue Fund</u> | <u>Capital Projects Fund</u> | <u>Debt Service Fund</u> | <u>Total Governmental Funds</u> |
|---|-------------------------|-------------------------------------|--------------------------------------|----------------------------------|---|
| REVENUES: | | | | | |
| Miscellaneous Anticipated Revenues | \$ 1,295.17 | | | | \$ 1,295.17 |
| Operating Grant Revenue | 1,938.61 | | | | 1,938.61 |
| Miscellaneous Revenues Offset with Appropriations | 36,857.44 | | | | 36,857.44 |
| Amount to be Raised by Taxation to Support the District Budget | 1,439,759.00 | | | \$ 108,060.00 | 1,547,819.00 |
| Non-Budgetary Revenues | <u>43,979.22</u> | | | | <u>43,979.22</u> |
| Total Revenues | <u>1,523,829.44</u> | | | <u>108,060.00</u> | <u>1,631,889.44</u> |
| EXPENDITURES: | | | | | |
| Operating Appropriations: | | | | | |
| Administration | 180,551.47 | | | | 180,551.47 |
| Cost of Operations and Maintenance | 1,134,686.99 | | | | 1,134,686.99 |
| Operating Appropriations Offset with Revenues | 26,712.29 | | | | 26,712.29 |
| Capital Appropriations | 342,890.00 | | | | 342,890.00 |
| Debt Service | | | | <u>108,060.00</u> | <u>108,060.00</u> |
| Total Expenditures | <u>1,684,840.75</u> | | | <u>108,060.00</u> | <u>1,792,900.75</u> |
| Net Change in Fund Balances | (161,011.31) | | | | (161,011.31) |
| Fund Balance, January 1 | <u>1,010,635.08</u> | | | | <u>1,010,635.08</u> |
| Fund Balance, December 31 | <u>\$ 849,623.77</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 849,623.77</u> |

The accompanying Notes to Financial Statements are an integral part of this statement.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
 Reconciliation of the Statement of Revenues, Expenditures,
 and Changes in Fund Balances of Governmental Funds
 to the Statement of Activities
 For the Year Ended December 31, 2016

| | | |
|---|----------------|-----------------|
| Total Net Change in Fund Balances - Governmental Funds | | \$ (161,011.31) |
| <p>Amounts reported for governmental activities in the statement of activities (A-2) are different because:</p> | | |
| <p>Revenue recognized from non-employer special funding situations with pension plans (long-term liability) is not recognized as revenue in the fund financial statements but is recognized as revenue from contributions in the statement of activities.</p> | | 21,552.00 |
| <p>Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the period.</p> | | |
| Depreciation Expense | \$ (49,547.97) | |
| Capital Outlay | 342,890.00 | |
| | | 293,342.03 |
| <p>Repayment of long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position and is not reported in the statement of activities.</p> | | 80,000.00 |
| <p>In the statement of activities, certain operating expenses, (e.g., compensated absences, pension, interest on debt), are measured by the amounts incurred during the year. In the governmental funds, however, expenditures for these items are reported in the amount of financial resources used (paid). When the earned amount exceeds the paid amount, the difference is reduction in the reconciliation (-); when the paid amount exceeds the earned amount, the difference is an addition to the reconciliation (+).</p> | | (195,354.49) |
| Change in Net Position of Governmental Activities | | \$ 38,528.23 |

The accompanying Notes to Financial Statements are an integral part of this statement.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Notes to Financial Statements
For the Year Ended December 31, 2016

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Township of Gloucester Fire District No. 5 (the "Fire District") have been prepared to conform with accounting principles generally accepted in the United States of America ("GAAP") as applied to governmental units. The Governmental Accounting Standards Board ("GASB") is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the more significant of these policies.

Description of the Financial Reporting Entity

The Fire District is a political subdivision of the Township of Gloucester (the "Township"), Camden County, New Jersey. The Township is comprised of an area of approximately 23.26 square miles. It is bounded by Gloucester County to the west, the Township of Winslow to the south, the Boroughs of Runnemede and Magnolia to the north and the Boroughs of Somerdale, Stratford, Hi-Nella, Lindenwold, Pine Hill and Clementon on the east. As of the 2010 United States Census, the Township's population was 64,634. The Fire District was formed in 1978 through the adoption of a Township ordinance. A board of five commissioners oversees all operations of the Fire District. The length of each commissioner's term is three years with the annual election held the third Saturday of every February.

Fire Districts are governed by N.J.S.A. 40A:14-70 et al. and are organized as a taxing authority charged with the responsibility of providing the resources necessary to provide firefighting services to the residents within its territorial location. The Fire District has one fire company within its jurisdiction, the Lambs Terrace Fire Company.

The primary criterion for including activities within the Fire District's reporting entity, as set forth in Section 2100 of the Governmental Accounting Standards Board *Codification of Governmental Accounting and Financial Reporting Standards*, is the degree of oversight responsibility maintained by the Fire District. Oversight responsibility includes financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations and accountability for fiscal matters. The combined financial statements include all funds of the Fire District over which the Board of Commissioners exercises operating control.

Component Units

In evaluating how to define the Fire District for financial reporting purposes, management has considered all potential component units. The decision to include any potential component units in the financial reporting entity was made by applying the criteria set forth in GASB Statement No. 14, *The Financial Reporting Entity*, as amended by GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units*, and GASB Statement No. 61, *The Financial Reporting Entity: Omnibus - an amendment of GASB Statements No. 14 and No. 34*. Blended component units, although legally separate entities, are in-substance part of the government's operations. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the government.

The basic-but not the only-criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and / or its citizens.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Component Units (Cont'd)**

A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. Finally, the nature and significance of a potential component unit to the primary government could warrant its inclusion within the reporting entity.

Based upon the application of these criteria, the Fire District has no component units.

Government-wide and Fund Financial Statements

The Fire District's basic financial statements consist of government-wide statements, and fund financial statements which provide a more detailed level of financial information.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. The Fire District's operations consist of governmental activities, which normally are supported by property taxes and intergovernmental revenues. The Fire District has no business-type activities, which rely to a significant extent on fees and charges for support. If the Fire District had business-type activities, such activities would be reported separately from governmental activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are specifically associated with a service, program, or department and, therefore, clearly identifiable to a particular function. It is the policy of the Fire District to not allocate indirect expenses to functions in the statement of activities. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Property taxes and other items not properly included among program revenues are reported instead as general revenues.

In regards to the fund financial statements, the Fire District segregates transactions related to certain functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. Fund financial statements report detailed information about the Fire District. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a single column.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Property taxes (ad valorem) are recognized as revenues in the year for which they are levied, as under New Jersey State Statute, a municipality is required to remit to its fire district the entire balance of taxes in the amount voted upon or certified, prior to the end of the fire district year. The Fire District records the entire approved tax levy as revenue (accrued) at the start of the year since the revenue is both measurable and available. The Fire District is entitled to receive moneys under the following established payment schedule: on or before April 1, an amount equaling 21.25% of all moneys assessed; on or before July 1, an amount equaling 22.5% of all moneys assessed; on or before October 1, an amount equaling 25% of all moneys assessed; and on or before December 31, an amount equaling the difference between the total of all moneys so assessed and the total amount of moneys previously paid over.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Measurement Focus, Basis of Accounting and Financial Statement Presentation (Cont'd)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are deemed both available and measurable. Available means when revenues are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Fire District considers revenues to be available if they are collected within sixty (60) days of the end of the current year. Measurable means that the amount of revenue can be determined. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, reimbursable-type grants, and interest associated with the current year are all considered to be susceptible to accrual and so have been recognized as revenues of the current year. All other revenue items are considered to be measurable and available only when cash is received by the Fire District.

The Fire District reports the following major governmental funds:

General Fund - The general fund is the primary operating fund of the Fire District. It is used to account for all financial resources except those required to be accounted for in another fund. The acquisition of certain capital assets, such as firefighting apparatus and equipment, is accounted for in the general fund when it is responsible for the financing of such expenditures.

Special Revenue Fund - The special revenue fund is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.

Capital Projects Fund - The capital projects fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The financial resources are derived from temporary notes and general obligation bonds which are specifically authorized by the voters as a separate question on the ballot either during the annual election or at a special election.

Debt Service Fund - The debt service fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures for principal and interest.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as program revenues include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all property taxes.

Budgets / Budgetary Control

The Fire District must adopt an annual budget in accordance with N.J.S.A. 40A:14-78.1 et al. The fire commissioners must introduce and approve the annual budget not later than sixty days prior to the annual election. At introduction, the commissioners shall fix the time and place for a public hearing on the budget and must advertise the time and place at least ten days prior to the hearing in a newspaper having substantial circulation in the Fire District. The public hearing must not be held less than twenty-eight days after the date the budget was introduced. After the hearing has been held, the fire commissioners may, by majority vote, adopt the budget.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Budgets / Budgetary Control (Cont'd)**

Amendments may be made to the Fire District budget in accordance with N.J.S.A. 40A:14-78.3. The budget may not be amended subsequent to its final adoption and approval, except for provisions allowed by N.J.S.A. 40A:14-78.5.

Subsequent to the adoption of the Fire District budget, the amount of money to be raised by taxation in support of the Fire District budget must appear on the ballot for the annual election for approval of the legal voters.

Formal budgetary integration into the accounting system is employed as a management control device during the year. For governmental funds, there are no substantial differences between the budgetary basis of accounting and generally accepted accounting principles. Encumbrance accounting is also employed as an extension of formal budgetary integration in the governmental fund types. Unencumbered appropriations lapse at year-end.

The accounting records of the special revenue fund are maintained on the budgetary basis. The budgetary basis differs from GAAP in that the budgetary basis recognizes encumbrances as expenditures and also recognizes the related revenues, whereas the GAAP basis does not. Sufficient supplemental records are maintained to allow for the presentation of GAAP basis financial reports.

The budget, as detailed on exhibit C-1, and exhibit I-3, includes all amendments and modifications to the adopted budget as approved by the Board of Commissioners.

Exhibit C-3 presents a reconciliation of the general fund revenues and special revenue fund revenues and expenditures from the budgetary basis of accounting as presented in the general fund budgetary comparison schedule and the special revenue fund budgetary comparison schedule, to the GAAP basis of accounting as presented in the statement of revenues, expenditures and changes in fund balances - governmental funds. Note that the Fire District does not report encumbrances outstanding at year end as expenditures in the general fund since the general fund budget follows modified accrual basis of accounting.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded to assign a portion of the applicable appropriation, is utilized for budgetary control purposes. Encumbrances are a component of fund balance at year-end as they do not constitute expenditures or liabilities, but rather commitments related to unperformed contracts for goods and services. Open encumbrances in the governmental funds, other than the special revenue fund, which have not been previously restricted, committed, or assigned, should be included within committed or assigned fund balance, as appropriate.

Open encumbrances in the special revenue fund, however, for which the Fire District has received advances of grant awards, are reflected on the balance sheet as unearned revenues at year-end.

The encumbered appropriation authority carries over into the next year. An entry will be made at the beginning of the next year to increase the appropriation reflected in the certified budget by the outstanding encumbrance amount as of the current year end.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Cash, Cash Equivalents and Investments**

Cash and cash equivalents, for all funds, include petty cash, change funds, cash in banks and all highly liquid investments with a maturity of three months or less at the time of purchase and are stated at cost plus accrued interest. U.S. treasury and agency obligations and certificates of deposit with maturities of one year or less when purchased are stated at cost. All other investments are stated at fair value.

New Jersey fire districts are limited as to the types of investments and types of financial institutions they may invest in. N.J.S.A. 40A:5-15.1 provides a list of permissible investments that may be purchased by New Jersey fire districts.

N.J.S.A. 17:9-41 et seq. establishes the requirements for the security of deposits of governmental units. The statute requires that no governmental unit shall deposit public funds in a public depository unless such funds are secured in accordance with the Governmental Unit Deposit Protection Act ("GUDPA"), a multiple financial institutional collateral pool, which was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey. Public depositories include State or federally chartered banks, savings banks or associations located in or having a branch office in the State of New Jersey, the deposits of which are federally insured. All public depositories must pledge collateral, having a market value at least equal to five percent of the average daily balance of collected public funds, to secure the deposits of governmental units. If a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the amount of their deposits to the governmental units.

Inventories

Inventories are valued at cost, which approximates market. The costs are determined on a first-in, first-out method.

The cost of inventories in the governmental fund financial statements is recorded as expenditures when purchased rather than when consumed.

Inventories recorded on the government-wide financial statements are recorded as expenses when consumed rather than when purchased. The Fire District did not have any inventory for the year ended December 31, 2016.

Prepaid Expenses

Prepaid expenses recorded on the government-wide financial statements represent payments made to vendors for services that will benefit periods beyond December 31, 2016. At December 31, 2016, the Fire District had prepaid expenses in the amount of \$4,060.68.

In the governmental fund financial statements, however, payments for prepaid items are fully recognized as expenditures in the year of payment. No asset for the prepayment is created, and no expenditure allocation to future accounting periods is required (*non-allocation method*). This is consistent with the basic governmental concept that only expendable financial resources are reported by a specific fund. Although the non-allocation method has been applied, a payment related to the first payroll of 2017 has been made which resulted in an asset for prepaid expenditures in the amount of \$4,060.68.

Short-Term Interfund Receivables / Payables

Short-term interfund receivables / payables (internal balances) represent amounts that are owed, other than charges for goods or services rendered to / from a particular fund within the Fire District, and that are due within one year. Such balances are eliminated in the statement of net position to minimize the grossing up of internal balances.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Capital Assets**

Capital assets represent the cumulative amount of capital assets owned by the Fire District. Purchased capital assets are recorded as expenditures in the governmental fund financial statements and are capitalized at cost on the government-wide statement of net position. In the case of gifts or contributions, such capital assets are recorded at acquisition value at the time received.

The Fire District's capitalization threshold is \$5,000.00. Other costs incurred for repairs and maintenance is expensed as incurred. All reported capital assets, except land and construction in progress, are depreciated. Depreciation is computed using the straight-line method over the following estimated useful lives:

| <u>Description</u> | <u>Estimated Lives</u> |
|----------------------------|------------------------|
| Buildings and Improvements | 30 Years |
| Fire Equipment | 5 Years |
| Office Equipment | 5 Years |
| Vehicles | 5 - 10 Years |

The Fire District does not possess any infrastructure assets.

Deferred Outflows and Deferred Inflows of Resources

The statement of net position reports separate sections for deferred outflows of resources and deferred inflows of resources. Deferred outflows of resources, reported after total assets, represents a reduction of net position that applies to a future period(s) and will be recognized as an outflow of resources (expense) at that time. Deferred inflows of resources, reported after total liabilities, represents an acquisition of net position that applies to a future period(s) and will be recognized as an inflow of resources (revenue) at that time.

Transactions are classified as deferred outflows of resources and deferred inflows of resources only when specifically prescribed by the Governmental Accounting Standards Board (GASB) standards. The Fire District is required to report the following as deferred outflows of resources and deferred inflows of resources:

Defined Benefit Pension Plans - The difference between expected (actuarial) and actual experience, changes in actuarial assumptions, net difference between projected (actuarial) and actual earnings on pension plan investments, changes in the Fire District's proportion of expenses and liabilities to the pension as a whole, differences between the Fire District's pension contribution and its proportionate share of contributions, and the Fire District's pension contributions subsequent to the pension valuation measurement date.

Unearned Revenue

Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied and is recorded as a liability until the revenue is both measurable and the Fire District is eligible to realize the revenue.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Compensated Absences**

Compensated absences are payments to employees for accumulated time such as paid vacation, paid holidays, sick pay, and sabbatical leave. A liability for compensated absences that is attributable to services already rendered, and that are not contingent on a specific event that is outside the control of the Fire District and its employees, is accrued as the employees earn the rights to the benefits. Compensated absences that relate to future services, or that are contingent on a specific event that is outside the control of the Fire District and its employees, are accounted for in the period in which such services are rendered or in which such events take place.

The Fire District uses the vesting method to calculate the compensated absences amount. The entire compensated absence liability, including the employer's share of applicable taxes, is reported on the government-wide financial statements. The current portion is the amount estimated to be used in the following year. Expenditures are recognized in the governmental funds as payments come due each period, for example, as a result of employee resignations and retirements. Compensated absences not recorded at the fund level represent a reconciling item between the fund level and government-wide presentations.

Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner, and in full from current financial resources, are reported as obligations of the funds. However, claims and judgments, compensated absences, special termination benefits, and contractually required pension contributions that will be paid from governmental funds, are reported as a liability in the fund financial statements only to the extent that they are normally expected to be paid with expendable available financial resources. Bonds are recognized as a liability on the governmental fund financial statements when due.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Public Employees' Retirement System ("PERS") and Police and Firemen's Retirement System ("PFRS") and additions to/deductions from PERS's and PFRS's fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Net Position

Net position represents the difference between the summation of assets and deferred outflows of resources, and the summation of liabilities and deferred inflows of resources. Net position is classified into the following three components:

Net Investment in Capital Assets - This component represents capital assets, net of accumulated depreciation, net of outstanding balances of borrowings used for the acquisition, construction, or improvement of those assets.

Restricted - Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Fire District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Net Position (Cont'd)**

Unrestricted - Net position is reported as unrestricted when it does not meet the criteria of the other two components of net position.

The Fire District applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

Fund Balance

The Fire District reports fund balance in classifications that comprise a hierarchy based primarily on the extent to which the Fire District is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The Fire District's classifications, and policies for determining such classifications, are as follows:

Nonspendable - The nonspendable fund balance classification includes amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, such as inventories and prepaid amounts.

Restricted - The restricted fund balance classification includes amounts that are restricted to specific purposes. Such restrictions, or constraints, are placed on the use of resources either by being (1) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (2) imposed by law through constitutional provisions or enabling legislation.

Committed - The committed fund balance classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Fire District's highest level of decision-making authority, which, for the Fire District, is the Board of Fire Commissioners. Such formal action consists of an affirmative vote by the Board of Fire Commissioners, memorialized by the adoption of a resolution. Once committed, amounts cannot be used for any other purpose unless the Board of Fire Commissioners removes, or changes, the specified use by taking the same type of action (resolution) it employed to previously commit those amounts.

Assigned - The assigned fund balance classification includes amounts that are constrained by the Fire District's *intent* to be used for specific purposes, but are neither restricted nor committed. *Intent* is expressed by either the Board of Fire Commissioners.

Unassigned - The unassigned fund balance classification is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund. The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds, if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance.

When expenditures are incurred for purposes for which both restricted and unrestricted fund balances are available, it is the policy of the Fire District to spend restricted fund balances first. Moreover, when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications can be used, it is the policy of the Fire District to spend fund balances, if appropriate, in the following order: committed, assigned, then unassigned.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Interfund Activity**

Interfund receivables and payables that arise from transactions between funds are recorded by all funds affected by such transactions in the period in which the transaction is executed. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources / uses in governmental funds. Reimbursements from funds responsible for particular expenditures / expenses to the funds that initially paid for them are not presented on the financial statements.

Accounting 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 amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

Impact of Recently Issued Accounting Principles

The Fire District implemented the following GASB Statements for the year ended December 31, 2016:

Statement No. 72, *Fair Value Measurement and Application*. This Statement addresses accounting and financial reporting issues related to fair value measurements. The definition of fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. This Statement provides guidance for determining a fair value measurement for financial reporting purposes. This Statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements. The adoption of this Statement had no impact on the basic financial statements of the Fire District.

Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. The objective of this Statement is to identify, in the context of the current governmental financial reporting environment, the hierarchy of generally accepted accounting principles (GAAP). The "GAAP hierarchy" consists of the sources of accounting principles used to prepare financial statements of state and local governmental entities in conformity with GAAP and the framework for selecting those principles. This Statement reduces the GAAP hierarchy to two categories of authoritative GAAP and addresses the use of authoritative and nonauthoritative literature in the event that the accounting treatment for a transaction or other event is not specified within a source of authoritative GAAP. The adoption of this Statement had no impact on the basic financial statements of the Fire District.

Recently Issued Accounting Pronouncements

The GASB has issued the following Statements during the year ended December 31, 2016 that will become effective for the Fire District in future years as shown below:

Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits or OPEB). It also improves information provided by state and local governmental employers about financial support for OPEB that is provided by other entities. The Statement will become effective for the Fire District in the year ending December 31, 2018. Management has determined that this Statement will have an impact on the basic financial statements of the Fire District.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Impact of Recently Issued Accounting Principles (Cont'd)****Recently Issued Accounting Pronouncements (Cont'd)**

Statement No. 82, *Pension Issues and amendment of GASB Statements No. 67, No. 68, and No. 73*. This Statement addresses issues regarding (1) the presentation of payroll-related measures in required supplementary information, (2) the selection of assumptions and the treatment of deviations from the guidance in an Actuarial Standard of Practice for financial reporting purposes, and (3) the classification of payments made by employers to satisfy employee (plan member) contribution requirements. The Statement will become effective for the Fire District in the year ending December 31, 2017. Management has determined that this Statement will not have an impact on the basic financial statements of the Fire District.

Note 2: CASH AND CASH EQUIVALENTS

Custodial Credit Risk Related to Deposits - Custodial credit risk is the risk that, in the event of a bank failure, the Fire District's deposits might not be recovered. Although the Fire District does not have a formal policy regarding custodial credit risk, N.J.S.A. 17:9-41 et seq. requires that governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). Under the Act, the first \$250,000.00 of governmental deposits in each insured depository is protected by the Federal Deposit Insurance Corporation ("FDIC"). Public funds owned by the Fire District in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled agency funds such as salary withholdings or funds that may pass to the Fire District relative to the happening of a future condition. Such funds are classified as uninsured and uncollateralized.

As of December 31, 2016, the Fire District's bank balances of \$858,433.53 were fully insured by FDIC or GUDPA.

Restricted Cash and Cash Equivalents - At December 31, 2016, the government-wide financial statements reported restricted cash and cash equivalents. This amount \$55,000.00, represents cash and cash equivalents held for future capital outlays.

Note 3: PROPERTY TAX LEVIES

Following is a tabulation of Fire District assessed valuations, tax levies, and property tax rates per \$100.00 of assessed valuations for the current and preceding four years:

| <u>Year</u> | <u>Assessed Valuation</u> | <u>Total Tax Levy</u> | <u>Tax Rate</u> |
|-------------|-------------------------------|---------------------------|---------------------|
| 2016 | \$ 768,836,700.00 | \$ 1,547,819.00 | \$.202 |
| 2015 | 772,336,500.00 | 1,465,296.00 | .191 |
| 2014 | 728,257,600.00 | 1,423,544.00 | .195 |
| 2013 | 745,947,700.00 | 1,399,256.00 | .188 |
| 2012 | 756,805,200.00 | 1,374,323.00 | .182 |

Note 4: ACCOUNTS RECEIVABLE

Accounts receivable at December 31, 2016 consisted of an amount owed from a local emergency services organization for the rental of a Fire District owned ambulance. This accounts receivable in the amount of \$500.00 is recorded in the General Fund in the fund financial statements and under Governmental Activities in the Government-wide Financial Statements. It is expected to be collected within one year. At December 31, 2016, there are no accounts receivables in any other fund.

Note 5: CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2016 is as follows:

| | Balance Jan. 1, 2016 | Increases | Decreases | Balance Dec. 31, 2016 |
|--|---------------------------------|----------------------|------------------|----------------------------------|
| Capital Assets that are not being Depreciated: | | | | |
| Construction in Progress | | \$ 300,000.00 | | \$ 300,000.00 |
| Total Capital Assets not being Depreciated | | 300,000.00 | | 300,000.00 |
| Capital Assets that are being Depreciated: | | | | |
| Buildings and Improvements | \$ 1,637,628.53 | | | 1,637,628.53 |
| Fire Equipment | 118,744.56 | 42,890.00 | | 161,634.56 |
| Office Equipment | 5,143.27 | | \$ (5,143.27) | |
| Vehicles | 1,184,451.00 | | (1,000.00) | 1,183,451.00 |
| Total Capital Assets being Depreciated | 2,945,967.36 | 42,890.00 | (6,143.27) | 2,982,714.09 |
| Total Capital Assets, Cost | 2,945,967.36 | 342,890.00 | (6,143.27) | 3,282,714.09 |
| Less Accumulated Depreciation for: | | | | |
| Buildings and Improvements | (482,049.17) | (40,258.97) | | (522,308.14) |
| Fire Equipment | (118,744.56) | (4,289.00) | | (123,033.56) |
| Office Equipment | (5,143.27) | | 5,143.27 | |
| Vehicles | (1,164,451.00) | (5,000.00) | 1,000.00 | (1,168,451.00) |
| Total Accumulated Depreciation | (1,770,388.00) | (49,547.97) * | 6,143.27 | (1,813,792.70) |
| Total Capital Assets being Depreciated, Net of Accumulated Depreciation | 1,175,579.36 | (6,657.97) | | 1,168,921.39 |
| Capital Assets, Net | <u>\$ 1,175,579.36</u> | <u>\$ 293,342.03</u> | <u>\$ -</u> | <u>\$ 1,468,921.39</u> |

* Depreciation expense was charged to functions / programs of the Fire District as follows:

| | |
|------------------------------------|---------------------|
| Cost of Operations and Maintenance | <u>\$ 49,547.97</u> |
|------------------------------------|---------------------|

Note 6: LONG-TERM LIABILITIES

During the year ended December 31, 2016 the following changes occurred in long-term obligations for governmental activities:

| | <u>Balance Jan. 1, 2016</u> | <u>Additions</u> | <u>Deductions</u> | <u>Balance Dec. 31, 2016</u> | <u>Due within One Year</u> |
|--|---------------------------------|------------------------|--------------------------|----------------------------------|--------------------------------|
| Bonds Payable: | | | | | |
| General Obligation Bonds | \$ 650,000.00 | | \$ (80,000.00) | \$ 570,000.00 | \$ 90,000.00 |
| Total Bonds Payable | 650,000.00 | | (80,000.00) | 570,000.00 | 90,000.00 |
| Other Liabilities: | | | | | |
| Compensated Absences | 128,846.92 | \$ 89,564.25 | (85,991.59) | 132,419.58 | 11,050.54 |
| Net Pension Liability | 2,184,605.00 | 1,173,450.00 | (900,384.00) | 2,457,671.00 | |
| Total Other Liabilities | 2,313,451.92 | 1,263,014.25 | (986,375.59) | 2,590,090.58 | 11,050.54 |
| Governmental Activity Long-Term Liabilities | <u>\$ 2,963,451.92</u> | <u>\$ 1,263,014.25</u> | <u>\$ (1,066,375.59)</u> | <u>\$ 3,160,090.58</u> | <u>\$ 101,050.54</u> |

General Obligation Bonds - Bonds and loans are authorized in accordance with State law by the voters of the Fire District through referendums. All bonds are retired in serial installments within the statutory period of usefulness. All bonds issued by the Fire District are to be paid from property taxes. The Fire District budgets for the liquidation of its general obligation bonds in the debt service fund. As of December 31, 2016, the Fire District had the following outstanding fire district bonds:

On April 26, 2007, the Fire District issued \$1,200,000.00 of general obligation bonds at an interest rate of 4.60% for various construction and renovation projects. The final maturity of these bonds is April 15, 2022.

Principal and interest due on the fire district bonds outstanding is as follows:

| <u>Year Ending Dec. 31,</u> | <u>Principal</u> | <u>Interest</u> | <u>Total</u> |
|---------------------------------|----------------------|---------------------|----------------------|
| 2017 | \$ 90,000.00 | \$ 24,150.00 | \$ 114,150.00 |
| 2018 | 90,000.00 | 20,010.00 | 110,010.00 |
| 2019 | 90,000.00 | 15,870.00 | 105,870.00 |
| 2020 | 100,000.00 | 11,500.00 | 111,500.00 |
| 2021 | 100,000.00 | 6,900.00 | 106,900.00 |
| 2022 | 100,000.00 | 2,300.00 | 102,300.00 |
| Total | <u>\$ 570,000.00</u> | <u>\$ 80,730.00</u> | <u>\$ 650,730.00</u> |

Bonds Authorized but not Issued - As of December 31, 2016 the Fire District had no authorizations to issue additional debt.

Compensated Absences - Compensated absences will be paid from the fund from which the employees' salaries are paid. Refer to note 11 for a description of the Fire District's policy.

Net Pension Liability - For details on the net pension liability, refer to note 8. The Fire District's annual required contribution to the Public Employees' Retirement System and the Police and Firemen's Retirement System is budgeted and paid from the general fund on an annual basis.

Note 7: OPERATING LEASES

At December 31, 2016, the Fire District had an operating lease agreement in effect for a copy machine. The present value of the future minimum rental payments under the operating lease agreements are as follows:

| Year Ending Dec. 31, | Amount |
|---------------------------------|-------------------------|
| 2017 | \$ 2,784.48 |
| 2018 | 2,784.48 |
| 2019 | 2,784.48 |
| 2020 | <u>2,784.48</u> |
| Total | <u>\$ 11,137.92</u> |

Rental payments under this operating lease for the year ended December 31, 2016 was \$2,699.22.

In addition, the Fire District makes an annual payment to the Lambs Terrace Fire Company for the housing of fire apparatus and equipment. For 2016, this payment was \$15,000.00.

Note 8: PENSION PLANS

A substantial number of the Fire District's employees participate in one of the following defined benefit pension plans: the Public Employees' Retirement System ("PERS") and the Police and Firemen's Retirement System ("PFRS"), which are administered by the New Jersey Division of Pensions and Benefits. In addition, Fire District employees may participate in the Defined Contribution Retirement Program ("DCRP"), which is a defined contribution pension plan. This plan is administered by Prudential Financial for the New Jersey Division of Pensions and Benefits. Each plan has a Board of Trustees that is primarily responsible for its administration. The Division issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to:

State of New Jersey
Division of Pensions and Benefits
P.O. Box 295
Trenton, New Jersey 08625-0295
<http://www.nj.gov/treasury/pensions>

General Information about the Pension Plans**Plan Descriptions**

Public Employees' Retirement System - The Public Employees' Retirement System is a cost-sharing multiple-employer defined benefit pension plan which was established as of January 1, 1955, under the provisions of N.J.S.A. 43:15A. The PERS's designated purpose is to provide retirement, death, disability and medical benefits to certain qualified members. Membership in the PERS is mandatory for substantially all full-time employees of the Fire District, provided the employee is not required to be a member of another state-administered retirement system or other state pensions fund or local jurisdiction's pension fund. The PERS's Board of Trustees is primarily responsible for the administration of the PERS.

Police and Firemen's Retirement System - The Police and Firemen's Retirement System is a cost-sharing multiple-employer defined benefit pension plan which was established as of July 1, 1944, under the provisions of N.J.S.A. 43:16A. The PFRS's designated purpose is to provide retirement, death, disability and medical benefits to certain qualified members. Membership in the PFRS is mandatory for substantially all full-time police and firemen of the Fire District. The PFRS's Board of Trustees is primarily responsible for the administration of the PFRS.

Note 8: PENSION PLANS (CONT'D)**General Information about the Pension Plans (Cont'd)****Plan Descriptions (Cont'd)**

Defined Contribution Retirement Program - The Defined Contribution Retirement Program is a multiple-employer defined contribution pension fund established on July 1, 2007 under the provisions of Chapter 92, P.L. 2007, and Chapter 103, P.L. 2007 (N.J.S.A. 43:15C-1 et.seq.). The DCRP is a tax-qualified defined contribution money purchase pension plan under Internal Revenue Code (IRC) § 401(a) et seq., and is a "governmental plan" within the meaning of IRC § 414(d). The DCRP provides retirement benefits for eligible employees and their beneficiaries. Individuals covered under DCRP are employees enrolled in PERS on or after July 1, 2007, who earn salary in excess of established "maximum compensation" limits; employees enrolled in PFRS after May 21, 2010, who earn salary in excess of established "maximum compensation" limits; employees otherwise eligible to enroll in PERS on or after November 2, 2008, who do not earn the minimum annual salary for tier 3 enrollment but who earn salary of at least \$5,000.00 annually; and employees otherwise eligible to enroll in PERS after May 21, 2010 who do not work the minimum number of hours per week required for tiers 4 or 5 enrollment, but who earn salary of at least \$5,000.00 annually.

Vesting and Benefit Provisions

Public Employees' Retirement System - The vesting and benefit provisions are set by N.J.S.A. 43:15A and 43:3B. The PERS provides retirement, death and disability benefits. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of the PERS.

The following represents the membership tiers for PERS:

Tier Definition

- 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 21, 2010
- 4 Members who were eligible to enroll after May 21, 2010 and prior to June 28, 2011
- 5 Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits of 1/55th 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 1/60th of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65. Early retirement benefits are available to tiers 1 and 2 members before reaching age 60, tiers 3 and 4 before age 62 with 25 or more years of service credit 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.

Police and Firemen's Retirement System - The vesting and benefit provisions are set by N.J.S.A. 43:16A. The PFRS provides retirement, death and disability benefits. All benefits vest after 10 years of service, except disability benefits, which vest after four years of service.

Note 8: PENSION PLANS (CONT'D)**General Information about the Pension Plans (Cont'd)****Vesting and Benefit Provisions (Cont'd)**

Police and Firemen's Retirement System (Cont'd) - The following represents the membership tiers for PFRS:

Tier Definition

- 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.

Defined Contribution Retirement Program - Eligible members are provided with a defined contribution retirement plan intended to qualify for favorable Federal income tax treatment under IRC Section 401(a), a noncontributory group life insurance plan and a noncontributory group disability benefit plan. A participant's interest in that portion of his or her defined contribution retirement plan account attributable to employee contributions shall immediately become and shall at all times remain fully vested and nonforfeitable. A participant's interest in that portion of his or her defined contribution retirement plan account attributable to employer contributions shall be vested and nonforfeitable on the date the participant commences the second year of employment or upon his or her attainment of age 65, while employed by an employer, whichever occurs first.

Contributions

Public Employees' Retirement System - The contribution policy is set by N.J.S.A. 43:15A and requires contributions by active members and contributing employers. Members contribute at a uniform rate. Pursuant to the provisions of Chapter 78, P.L. 2011, the active member contribution rate increased from 5.5% of annual compensation to 6.5% plus an additional 1% phased-in over seven years beginning in July 2012. The member contribution rate was 7.06% in State fiscal year 2016. The phase-in of the additional incremental member contribution rate takes place in July of each subsequent State fiscal year. The rate for members who are eligible for the Prosecutors Part of PERS (Chapter 366, P.L. 2001) increased from 8.5% of base salary to 10%. Employers' contribution amounts are based on an actuarially determined rate. The Fire District's contribution amounts are based on an actuarially determined rate which included the normal cost and unfunded accrued liability.

The Fire District's contractually required contribution rate for the year ended December 31, 2016 was 13.11% of the Fire District's covered payroll. This amount was actuarially determined as the amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, including an additional amount to finance any unfunded accrued liability.

Based on the most recent PERS measurement date of June 30, 2016, the Fire District's contractually required contribution to the pension plan for the year ended December 31, 2016 is \$13,446.00, and is payable by April 1, 2017. Based on the PERS measurement date of June 30, 2015, the Fire District's contractually required contribution to the pension plan for the year ended December 31, 2015 was \$2,981.00, which was paid on April 1, 2016. Employee contributions to the Plan during the year ended December 31, 2016 were \$7,311.89.

Note 8: PENSION PLANS (CONT'D)**General Information about the Pension Plans (Cont'd)****Contributions (Cont'd)**

Police and Firemen's Retirement System - The contribution policy is set by N.J.S.A. 43:16A and requires contributions by active members and contributing employers. Pursuant to the provisions of Chapter 78, P.L. 2011, the active member contribution rate increased from 8.5% to 10.0% in October 2011. Employers' contributions are based on an actuarially determined amount which includes the normal cost and unfunded accrued liability.

Special Funding Situation Component - 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 specific financed amounts), there is no net pension liability or deferred outflows or inflows to record in the government-wide financial statements or to disclose in the notes to the financial statements of the local participating employer related to this legislation.

The Fire District's contractually required contribution rate for the year ended December 31, 2016 was 28.50% of the Fire District's covered payroll. This amount was actuarially determined as the amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Based on the most recent PFRS measurement date of June 30, 2016, the Fire District's contractually required contribution to the pension plan for the year ended December 31, 2016 is \$85,766.00, and is payable by April 1, 2017. Based on the PFRS measurement date of June 30, 2015, the Fire District's contractually required contribution to the pension plan for the year ended December 31, 2015 was \$102,812.00, which was paid on April 1, 2016. Employee contributions to the plan during the year ended December 31, 2016 were \$30,094.20.

The amount of contractually required contribution for the State of New Jersey's proportionate share, associated with the Fire District, for the year ended December 31, 2016 was 2.15% of the Fire District's covered payroll.

Based on the most recent PFRS measurement date of June 30, 2016, the State's contractually required contribution, on-behalf of the Fire District, to the pension plan for the year ended December 31, 2016 is \$6,466.00, and is payable by April 1, 2017. Based on the PFRS measurement date of June 30, 2015, the State's contractually required contribution, on-behalf of the Fire District, to the pension plan for the year ended December 31, 2015 was \$9,618.00, which was paid on April 1, 2016.

Defined Contribution Retirement Program - The contribution policy is set by N.J.S.A. 43:15C-3 and requires contributions by active members and contributing employers. In accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, plan members are required to contribute 5.5% of their annual covered salary. In addition to the employee contributions, the Fire District contributes 3% of the employees' base salary, for each pay period, to Prudential Financial not later than the fifth business day after the date on which the employee is paid for that pay period.

For the year ended December 31, 2016, the Fire District had no employees participating in this plan.

Note 8: PENSION PLANS (CONT'D)**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

Public Employees' Retirement System - At December 31, 2016, the Fire District's proportionate share of the PERS net pension liability was \$448,265.00. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2015. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2016. The Fire District's proportion of the net pension liability was based on a projection of the Fire District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. For the June 30, 2016 measurement date, the Fire District's proportion was 0.0015135318%, which was an increase of 0.0011667958% from its proportion measured as of June 30, 2015.

At December 31, 2016, the Fire District's proportionate share of the PERS pension expense, calculated by the Plan as of the June 30, 2016 measurement date was \$82,977.00.

Police and Firemen's Retirement System - At December 31, 2016, the Fire District's and State of New Jersey's proportionate share of the PFRS net pension liability was as follows:

| | |
|--|------------------------|
| Fire District's Proportionate Share of Net Pension Liability | \$ 2,009,406.00 |
| State of New Jersey's Proportionate Share of Net Pension Liability Associated with the Fire District | <u>168,741.00</u> |
| | <u>\$ 2,178,147.00</u> |

The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2015. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2016. The Fire District's proportion of the net pension liability was based on a projection of the Fire District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers and the State of New Jersey, actuarially determined. For the June 30, 2016 measurement date, the Fire District's proportion was 0.0105190396%, which was a decrease of (0.0021292834%) from its proportion measured as of June 30, 2015. Likewise, at June 30, 2016, the State of New Jersey's proportion, on-behalf of the Fire District, was 0.0105190396%, which was a decrease of (0.0021292834%) from its proportion, on-behalf of the Fire District, measured as of June 30, 2015.

At December 31, 2016, the Fire District's proportionate share of the PFRS pension expense, calculated by the Plan as of the June 30, 2016 measurement date is \$193,831.00.

At December 31, 2016, the State's proportionate share of the PFRS pension expense, associated with the Fire District, calculated by the Plan as of the June 30, 2016 measurement date is \$21,552.00. This on-behalf expense has been recognized by the Fire District in the government-wide financial statements.

Note 8: PENSION PLANS (CONT'D)**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Cont'd)**

Deferred Outflows of Resources and Deferred Inflows of Resources - At December 31, 2016, the Fire District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | | | Deferred Inflows of Resources | | |
|--|--------------------------------|----------------------|----------------------|-------------------------------|----------------------|----------------------|
| | PERS | PFRS | Total | PERS | PFRS | Total |
| Differences between Expected and Actual Experience | \$ 8,336.00 | | \$ 8,336.00 | | \$ 13,172.00 | \$ 13,172.00 |
| Changes of Assumptions | 92,857.00 | \$ 278,319.00 | 371,176.00 | | | |
| Net Difference between Projected and Actual Earnings on Pension Plan Investments | 17,093.00 | 140,795.00 | 157,888.00 | | | |
| Changes in Proportion and Differences between Fire District Contributions and Proportionate Share of Contributions | 191,249.00 | 104,247.00 | 295,496.00 | \$ 5,931.00 | 244,937.00 | 250,868.00 |
| Fire District Contributions Subsequent to the Measurement Date | 6,723.00 | 42,883.00 | 49,606.00 | | | |
| | <u>\$ 316,258.00</u> | <u>\$ 566,244.00</u> | <u>\$ 882,502.00</u> | <u>\$ 5,931.00</u> | <u>\$ 258,109.00</u> | <u>\$ 264,040.00</u> |

\$6,723.00 and \$42,883.00 for PERS and PFRS, respectively, included in deferred outflows of resources, will be included as a reduction of the net pension liability in the year ending December 31, 2017. These amounts were based on an estimated April 1, 2018 contractually required contribution, prorated from the pension plans measurement date of June 30, 2016 to the Fire District's year end of December 31, 2016.

The Fire District will amortize the above other deferred outflow of resources and deferred inflows of resources related to pensions over the following number of years:

Note 8: PENSION PLANS (CONT'D)**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Cont'd)****Deferred Outflows of Resources and Deferred Inflows of Resources (Cont'd) –**

| | <u>PERS</u> | | <u>PFRS</u> | |
|--|---------------------------------------|--------------------------------------|---------------------------------------|--------------------------------------|
| | <u>Deferred Outflows of Resources</u> | <u>Deferred Inflows of Resources</u> | <u>Deferred Outflows of Resources</u> | <u>Deferred Inflows of Resources</u> |
| Differences between Expected and Actual Experience | | | | |
| Year of Pension Plan Deferral: | | | | |
| June 30, 2014 | - | - | - | - |
| June 30, 2015 | 5.72 | - | - | 5.53 |
| June 30, 2016 | 5.57 | - | - | 5.58 |
| Changes of Assumptions | | | | |
| Year of Pension Plan Deferral: | | | | |
| June 30, 2014 | 6.44 | - | 6.17 | - |
| June 30, 2015 | 5.72 | - | 5.53 | - |
| June 30, 2016 | 5.57 | - | 5.58 | |
| Net Difference between Projected and Actual Earnings on Pension Plan Investments | | | | |
| Year of Pension Plan Deferral: | | | | |
| June 30, 2014 | - | 5.00 | - | 5.00 |
| June 30, 2015 | - | 5.00 | - | 5.00 |
| June 30, 2016 | 5.00 | - | 5.00 | - |
| Changes in Proportion and Differences between Fire District Contributions and Proportionate Share of Contributions | | | | |
| Year of Pension Plan Deferral: | | | | |
| June 30, 2014 | 6.44 | 6.44 | 6.17 | 6.17 |
| June 30, 2015 | 5.72 | 5.72 | 5.53 | 5.53 |
| June 30, 2016 | 5.57 | 5.57 | 5.58 | 5.58 |

Other amounts included as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in future periods as follows:

| Year Ending | | PERS | PFRS | Total |
|--------------------|----|-------------------|-------------------|-------------------|
| Dec 31, | | | | |
| 2017 | \$ | 66,811.00 | \$ 76,004.00 | \$ 142,815.00 |
| 2018 | | 66,811.00 | 76,004.00 | 142,815.00 |
| 2019 | | 71,033.00 | 109,761.00 | 180,794.00 |
| 2020 | | 66,982.00 | 31,257.00 | 98,239.00 |
| 2021 | | 31,967.00 | (27,774.00) | 4,193.00 |
| | \$ | <u>303,604.00</u> | <u>265,252.00</u> | <u>568,856.00</u> |

Note 8: PENSION PLANS (CONT'D)**Actuarial Assumptions**

The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2015. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2016. This actuarial valuation used the following actuarial assumptions, applied to all periods included in the measurement:

| | <u>PERS</u> | <u>PFRS</u> |
|---|------------------------------|------------------------------|
| Inflation | 3.08% | 3.08% |
| Salary Increases: | | |
| Through 2026 | 1.65% - 4.15% Based on Age | 2.10% - 8.98% Based on Age |
| Thereafter | 2.65% - 5.15% Based on Age | 3.10% - 9.98% Based on Age |
| Investment Rate of Return | 7.65% | 7.65% |
| Mortality Rate Table | RP-2000 | RP-2000 |
| Period of Actuarial Experience | | |
| Study upon which Actuarial Assumptions were Based | July 1, 2011 - June 30, 2014 | July 1, 2010 - June 30, 2013 |

For PERS, pre-retirement mortality rates were based on the RP-2000 Employee Preretirement Mortality Table for male and female active participants. Mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2013 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Post-retirement mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (set back 1 year for males and females) for service retirements and beneficiaries of former members and a one-year static projection based on mortality improvement Scale AA. In addition, the tables for service retirements and beneficiaries of former members provide for future improvements in mortality from the base year of 2013 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Disability retirement rates used to value disabled retirees were based on the RP-2000 Disabled Mortality Table (set back 3 years for males and set forward 1 year for females).

For PFRS, pre-retirement mortality rates were based on the RP-2000 Pre-Retirement mortality tables projected thirteen years using Projection Scale BB and then projected on a generational basis using the plan actuary's modified 2014 projection scales. Post-retirement mortality rates for male service retirements and beneficiaries are based the RP-2000 Combined Healthy Mortality Tables projected one year using Projection Scale AA and two years using the plan actuary's modified 2014 projection scales, which was further projected on a generational basis using the plan actuary's modified 2014 projection scales. Postretirement mortality rates for female service retirements and beneficiaries were based the RP-2000 Combined Healthy Mortality Tables projected thirteen years using Projection Scale BB and then two years using the plan actuary's modified 2014 projection scales, which was further projected on a generational basis using the plan actuary's modified 2014 projection scales. Disability mortality rates were based on special mortality tables used for the period after disability retirement.

Note 8: PENSION PLANS (CONT'D)**Actuarial Assumptions (Cont'd)**

For PERS and PFRS, in accordance with State statute, the long-term expected rate of return on plan investments (7.65% at June 30, 2016) 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 rates of return for each major asset class included in PERS's and PFRS's target asset allocation as of June 30, 2016 are summarized in the following table:

| <u>Asset Class</u> | <u>Target Allocation</u> | <u>Long-Term Expected Real Rate of Return</u> |
|-------------------------------|------------------------------|---|
| Cash | 5.00% | 0.87% |
| U.S. Treasuries | 1.50% | 1.74% |
| Investment Grade Credit | 8.00% | 1.79% |
| Mortgages | 2.00% | 1.67% |
| High Yield Bonds | 2.00% | 4.56% |
| Inflation-Indexed Bonds | 1.50% | 3.44% |
| Broad U.S. Equities | 26.00% | 8.53% |
| Developed Foreign Equities | 13.25% | 6.83% |
| Emerging Market Equities | 6.50% | 9.95% |
| Private Equity | 9.00% | 12.40% |
| Hedge Funds / Absolute Return | 12.50% | 4.68% |
| Real Estate (Property) | 2.00% | 6.91% |
| Commodities | 0.50% | 5.45% |
| Global Debt ex U.S. | 5.00% | -0.25% |
| REIT | 5.25% | 5.63% |
| | <u>100.00%</u> | |

Discount Rate - The discount rate used to measure the total pension liability at June 30, 2016 was 3.98% for PERS and 5.55% for PFRS. For both PERS and PFRS, the respective single blended discount rates were based on the long-term expected rate of return on pension plan investments of 7.65%, and a municipal bond rate of 2.85% as of June 30, 2016, 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 rates 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 the contribution rate in the most recent fiscal year. The State employer contributed 30% of the actuarially determined contributions and 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 2034 for PERS and through 2050 for PFRS. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2034 for PERS and through 2050 for PFRS, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liabilities.

Note 8: **PENSION PLANS (CONT'D)****Sensitivity of Fire District's Proportionate Share of Net Pension Liability to Changes in the Discount Rate**

Public Employees' Retirement System (PERS) - The following presents the Fire District's proportionate share of the net pension liability at June 30, 2016, the Plan's measurement date, calculated using a discount rate of 3.98%, as well as what the Fire District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% lower or 1% higher than the current rates used:

| | PERS | | |
|---|---|---|---|
| | 1% Decrease (<u>2.98%</u>) | Current Discount Rate (<u>3.98%</u>) | 1% Increase (<u>4.98%</u>) |
| Fire District's Proportionate Share of the Net Pension Liability | \$ 549,296.00 | \$ 448,265.00 | \$ 364,855.00 |

Police and Firemen's Retirement System (PFRS) - As previously mentioned, PFRS has a special funding situation, where the State of New Jersey pays a portion of the Fire District's annual required contribution. As such, the net pension liability as of June 30, 2016, the Plan's measurement date, for the Fire District and the State of New Jersey, calculated using a discount rate of 5.55%, as well as using a discount rate that is 1% lower or 1% higher than the current rates used is as follows:

| | PFRS | | |
|--|---|---|---|
| | 1% Decrease (<u>4.55%</u>) | Current Discount Rate (<u>5.55%</u>) | 1% Increase (<u>6.55%</u>) |
| Fire District's Proportionate Share of the Net Pension Liability | \$ 2,590,982.00 | \$ 2,009,406.00 | \$ 1,535,166.00 |
| State of New Jersey's Proportionate Share of Net Pension Liability associated with the Fire District | <u>217,579.15</u> | <u>168,741.00</u> | <u>128,916.43</u> |
| | <u>\$ 2,808,561.15</u> | <u>\$ 2,178,147.00</u> | <u>\$ 1,664,082.43</u> |

Pension Plan Fiduciary Net Position

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the respective fiduciary net position of the PERS and PFRS and additions to/deductions from PERS and PFRS' respective fiduciary net position have been determined on the same basis as they are reported by PERS and PFRS. Accordingly, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. For additional information about PERS and PFRS, please refer to the plan's Comprehensive Annual Financial Report (CAFR) which can be found at www.nj.gov/treasury/pensions.

Note 9: POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

Plan Description - The Fire District contributes to the State Health Benefits Program (SHBP), a cost-sharing, multiple-employer defined benefit post-employment healthcare plan, administered by the State of New Jersey Division of Pensions and Benefits. SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq., to provide health benefits to State employees, retirees, and their dependents. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents.

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. The Fire District authorized participation in the SHBP's post-retirement benefit program through resolution dated November 4, 2014. The Fire District pays eighty percent (100%) of the cost of postemployment health care benefits for all firefighters and fire officers who at the date of retirement have not less than twenty-five (25) years of service credit in a state locally administered retirement system and attained the age of sixty-five prior to retirement or retires through accidental disability. Benefits provided include health insurance and prescription coverage for retirees and their dependents.

The State Health Benefits Commission is the executive body established by statute to be responsible for the operation of the SHBP. The State of New Jersey Division of Pensions and Benefits issues a publicly available financial report that includes financial statements and required supplementary information for the SHBP. That report may be obtained by writing to: State of New Jersey Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295 or by visiting their website at www.state.nj.us/treasury/pensions/.

Funding Policy - Participating employers are contractually required to contribute based on the amount of premiums attributable to their retirees. Post-retirement medical benefits under the plan have been funded on a pay-as-you-go basis since 1994. Prior to 1994, medical benefits were funded on an actuarial basis.

Contributions to pay for the health premiums of participating retirees in the SHBP are billed to the Fire District on a monthly basis. The Fire District funds these benefits on a pay-as-you-go basis and, therefore, does not record accrued expenses related to these benefits.

The Fire District's initial year in the plan was 2015. Contributions to SHBP for the years ended December 31, 2016 and 2015 were \$42,629.65, and \$30,997.67, respectively, which equaled the required contributions for each year. There were two retired participants eligible at December 31, 2016 and one at December 31, 2015.

Note 10: RISK MANAGEMENT

The Fire District 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.

Property and Liability Insurance - The Fire District maintains commercial insurance coverage for property and liability.

New Jersey Unemployment Compensation Insurance - The Fire District has elected to fund its New Jersey Unemployment Compensation Insurance under the "Contributions Method". Under this plan, a contribution rate is established annually for the Fire District's share of unemployment tax. This rate is based on costs experience for governmental employees.

Note 10: RISK MANAGEMENT (CONT'D)

Joint Insurance Fund - The Fire District is a member of the FIRST Responders Joint Insurance Fund. The Fund provides its members and the Fire District with the following coverage:

Commercial General Liability Insurance
Law Enforcement Professional Liability Insurance
Business Automobile Liability
Workers' Compensation and Employer's Liability Policy
Crime Coverage Including Public Employee Dishonesty
Environmental Liability
Management Liability

Under the Municipal Excess Liability Joint Insurance Fund, the Fire District has the following coverage:

Excess Crime
Excess General Liability
Excess Workers' Compensation

Contributions to the Funds, including a reserve for contingencies, are payable in three installments and are based on actuarial assumptions determined by the Fund's actuary. The Commissioner of Insurance may order additional assessments to supplement the Fund's claim, loss retention, or administrative accounts to assure the payment of the Fund's obligations.

The Funds publish their own financial reports for the year ended December 31, 2016, which can be obtained from:

FIRST Responder Joint Insurance Fund
c/o Public Entity Group Administrative Services
51 Everett Drive, Suite B40
West Windsor, New Jersey 08550

Municipal Excess Liability Joint Insurance Fund
9 Campus Drive, Suite 216
Parsippany, New Jersey 07054-4412

Note 11: COMPENSATED ABSENCES

The Fire District accounts for compensated absences (e.g., unused vacation, sick leave) as directed by Governmental Accounting Standards Board Statement No. 16 (GASB 16), "Accounting for Compensated Absences". A liability for compensated absences attributable to services already rendered and not contingent on a specific event that is outside the control of the employer and employee is accrued as employees earn the rights to the benefits.

Union Employees - Union employees are entitled to 120 paid sick leave hours each year. Sick leave days may be accumulated and carried forward to the following year. Employees are entitled to 24 hours personal leave per calendar year. Personal days not used during the year are carried forward to the following year and reclassified as sick leave. Each employee is entitled to vacation leave based on the number of years of continuous service. Up to 80 hours of unused vacation time may be carried forward to the following year. The vacation time carried forward must be used in the following year or it will be forfeited. Employees are entitled to 112 hours of floating holidays during the year which must be used during the year or sold back.

The Fire District compensates employees or their estate if the employee retires with 25 years of service, leaves as a result of a disability pension or upon the employee's death. This compensation includes all accumulated sick leave, holidays, vacation and other compensatory time in accordance with the employment agreement at the current rate of pay. If an employee leaves for any other reason, they are compensated for all accumulated time except for sick leave.

The Fire District has no full-time non-union employees. Part-time employees are not entitled to compensated time.

Note 11: COMPENSATED ABSENCES (CONT'D)

The liability for vested compensated absences is recorded as the benefits accrue to employees. As of December 31, 2016, the liability for compensated absences reported on the government-wide statement of net position was \$132,419.58.

Note 12: INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

At December 31, 2016, the Fire District has no interfund receivables or payables. In addition, there were no interfund transfers during the year ended December 31, 2016.

Note 13: CONCENTRATIONS

A significant source of revenue for the Fire District comes from its ability to levy property taxes (see note 1 for detail on property taxes). The ability to levy property taxes, and the limits to which property taxes can be levied, are promulgated by State statute. As a result of this dependency, the Fire District's operations are significantly reliant and impacted by State laws and regulations regarding property taxes.

Note 14: FUND BALANCES APPROPRIATED - GENERAL FUND

The 2017 annual budget of the Fire District was adopted on December 6, 2016, and subsequently approved by the voters at the annual election held on February 18, 2017. The adopted budget utilized \$50,000.00 of fund balance in the general fund.

The following presents the total fund balance of the general fund as of the end of the last five years and the amount utilized in the subsequent year's budget:

| <u>Year</u> | <u>Balance Dec. 31</u> | <u>Utilization in Subsequent Budget</u> |
|-------------|----------------------------|---|
| 2016 | \$ 849,623.77 | \$ 50,000.00 |
| 2015 | 1,010,635.08 | 300,000.00 |
| 2014 | 682,392.59 | None |
| 2013 | 632,567.79 | None |
| 2012 | 633,474.86 | None |

Note 15: FUND BALANCES**NONSPENDABLE**

As stated in note 1, the nonspendable fund balance classification includes amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. The nonspendable fund balances of the Fire District, as of December 31, 2016, are summarized as follows:

General Fund - The Fire District recorded a payment made in advance of the first pay period of 2017 as a prepaid expense. As a result, because the prepaid expense is recorded as an asset, even though it does not represent expendable financial resources, it is necessary to set aside fund balance at year-end by an amount equal to the balance in prepaid expenses. As of December 31, 2016, the nonspendable fund balance was \$4,060.68.

Note 15: FUND BALANCES (CONT'D)**RESTRICTED**

As stated in note 1, the restricted fund balance classification includes amounts that are restricted to specific purposes. Such restrictions, or constraints, are placed on the use of resources by either of the following: (1) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (2) imposed by law through constitutional provisions or enabling legislation. Specific restrictions of the Fire District's fund balance are summarized as follows:

General Fund -

Capital Projects (Future Capital Outlays) - These funds are restricted for future capital expenditures to be made in future years. When the Fire District desires to utilize these funds in their annual budget, a capital resolution must be passed by the Board of Fire Commissioners prior to any expenditure against a capital appropriation. As of December 31, 2016, the balance is \$55,000.00.

ASSIGNED

As stated in note 1, the assigned fund balance classification includes amounts that are constrained by the Fire District's *intent* to be used for specific purposes, but are neither restricted nor committed. Specific assignments of the Fire District's fund balance are summarized as follows:

General Fund

For Subsequent Year's Expenditures - The Fire District has appropriated and included as an anticipated revenue for the year ending December 31, 2017, \$50,000.00 of general fund balance at December 31, 2016.

UNASSIGNED

As stated in note 1, the unassigned fund balance classification represents fund balance that has not been restricted, committed, or assigned to specific purposes. The Fire District's unassigned fund balance is summarized as follows:

General Fund - As of December 31, 2016, \$740,563.09 of general fund balance was unassigned.

Note 16: SUBSEQUENT EVENTS

Obligations under Capital Lease – At a special election held on October 6, 2015, the legal voters of the Fire District approved a capital referendum for the purchase of a Pierce Emergency Vehicle. The Fire District will take delivery of the vehicle in 2017. The purchase price is \$843,985.00 of which the Fire District received a discount of \$38,900.00. A down payment was made in 2016 for \$300,000.00. The balance of \$505,085.00 will be funded under a capital lease with ten annual payments of \$60,732.11 through January 15, 2026 at an interest rate of 3.5%. After anticipated delivery of the vehicle, the first payment is scheduled for May 15, 2017.

**REQUIRED SUPPLEMENTARY INFORMATION
PART II**

BUDGETARY COMPARISON SCHEDULES

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Require Supplementary Information - Part II

General Fund

Budgetary Comparison Schedule

For the Year Ended December 31, 2016

| | <u>Original Budget</u> | <u>Budget Modifications / Transfers</u> | <u>Final Budget</u> | <u>Actual</u> | <u>Variance Positive (Negative) Final to Actual</u> |
|--|----------------------------|---|-------------------------|---------------|---|
| REVENUES: | | | | | |
| Miscellaneous Anticipated Revenues: | | | | | |
| Interest on Investments and Deposits | \$ 600.00 | | \$ 600.00 | \$ 1,295.17 | \$ 695.17 |
| Operating Grant Revenue: | | | | | |
| Supplemental Fire Services Grant (P.L. 1985, Ch. 295) | 1,938.00 | | 1,938.00 | 1,938.61 | 0.61 |
| Miscellaneous Revenues Offset with Appropriations | | | | | |
| Uniform Fire Safety Act (P.L. 1983, Ch. 383): | | | | | |
| Annual Registration Fees | 9,000.00 | | 9,000.00 | 13,703.94 | 4,703.94 |
| Penalties and Fines | 500.00 | | 500.00 | 1,070.00 | 570.00 |
| Other Revenues | 15,500.00 | | 15,500.00 | 22,083.50 | 6,583.50 |
| Total Miscellaneous Revenues Offset with Appropriations | 25,000.00 | | 25,000.00 | 36,857.44 | 11,857.44 |
| Amount to be Raised by Taxation to Support the District Budget | 1,439,759.00 | | 1,439,759.00 | 1,439,759.00 | |
| Total Anticipated Revenues | 1,467,297.00 | | 1,467,297.00 | 1,479,850.22 | 12,553.22 |
| Non-Budgetary Revenues: | | | | | |
| Miscellaneous | | | | 43,979.22 | 43,979.22 |
| Total Non-Budgetary Revenues | | | | 43,979.22 | 43,979.22 |
| Total Revenues | 1,467,297.00 | | 1,467,297.00 | 1,523,829.44 | 56,532.44 |

(Continued)

EXPENDITURES:

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Require Supplementary Information - Part II

General Fund

Budgetary Comparison Schedule

For the Year Ended December 31, 2016

| | <u>Original Budget</u> | <u>Budget Modifications / Transfers</u> | <u>Final Budget</u> | <u>Actual</u> | <u>Variance Positive (Negative) Final to Actual</u> |
|-------------------------------------|----------------------------|---|-------------------------|-------------------|---|
| Operating Appropriations: | | | | | |
| Administration: | | | | | |
| Salary and Wages: | | | | | |
| Commissioners | \$ 39,564.00 | | \$ 39,564.00 | \$ 35,987.04 | \$ 3,576.96 |
| Administrator | 20,000.00 | \$ (20,000.00) | | | |
| Clerk | 8,500.00 | (1,122.27) | 7,377.73 | 5,511.00 | 1,866.73 |
| Solicitor | 5,600.00 | (3,202.50) | 2,397.50 | 2,397.50 | |
| Fringe Benefits | 39,700.00 | (609.07) | 39,090.93 | 39,090.93 | |
| Other Expenses: | | | | | |
| Election | 1,000.00 | | 1,000.00 | 635.62 | 364.38 |
| Insurance | 45,000.00 | | 45,000.00 | 44,150.00 | 850.00 |
| Memberships / Dues | 3,000.00 | (2,329.55) | 670.45 | 670.45 | |
| Office Expenses | 15,000.00 | (2,880.78) | 12,119.22 | 12,119.22 | |
| Professional Services | 23,000.00 | 8,909.72 | 31,909.72 | 31,909.72 | |
| Travel Expenses | 1,000.00 | (920.01) | 79.99 | 79.99 | |
| Reimbursement for Expenses & Losses | 8,000.00 | | 8,000.00 | 8,000.00 | |
| Total Administration | <u>209,364.00</u> | <u>(22,154.46)</u> | <u>187,209.54</u> | <u>180,551.47</u> | <u>6,658.07</u> |
| Cost of Operations and Maintenance: | | | | | |
| Salary and Wages: | | | | | |
| Mechanic | 30,000.00 | | 30,000.00 | 28,985.00 | 1,015.00 |
| Fire Official (Funded by Taxation) | 83,805.00 | 5,591.80 | 89,396.80 | 89,396.80 | |
| Firefighter | 82,409.00 | 4,639.00 | 87,048.00 | 87,048.00 | |
| Firefighter | 86,292.00 | 7.20 | 86,299.20 | 86,299.20 | |
| Firefighter | 85,709.00 | | 85,709.00 | 81,864.44 | 3,844.56 |
| Firefighter | 87,042.00 | (30,509.07) | 56,532.93 | 42,858.40 | 13,674.53 |
| Alternates/Subs/Operations Overtime | 45,000.00 | 24,642.90 | 69,642.90 | 69,642.90 | |

(Continued)

EXPENDITURES (CONT'D):
 Operating Appropriations (Cont'd):

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Require Supplementary Information - Part II

General Fund

Budgetary Comparison Schedule

For the Year Ended December 31, 2016

| | Original Budget | Budget Modifications / Transfers | Final Budget | Actual | Variance Positive (Negative) Final to Actual |
|--|---------------------|--|---------------------|---------------------|--|
| Fringe Benefits | \$ 313,618.00 | \$ 7,289.81 | \$ 320,907.81 | \$ 320,907.81 | |
| Other Expenses: | | | | | |
| Supplemental Fire Services Grant | 1,938.00 | | 1,938.00 | | \$ 1,938.00 |
| Advertising | 1,000.00 | (592.15) | 407.85 | 407.85 | |
| Maintenance and Repair - Buildings and Grounds | 31,000.00 | (5,508.71) | 25,491.29 | 25,491.29 | |
| Fire Company. Rental | 15,000.00 | | 15,000.00 | 15,000.00 | |
| Other Rental Charges | 140,000.00 | (2,436.70) | 137,563.30 | 137,563.30 | |
| Training / Education | 10,500.00 | (4,418.29) | 6,081.71 | 6,081.71 | |
| Uniforms | 17,000.00 | (2,166.74) | 14,833.26 | 14,833.26 | |
| Utilities | 39,000.00 | (4,141.67) | 34,858.33 | 34,858.33 | |
| Maintenance and Repair - Vehicles | 40,000.00 | 6,657.25 | 46,657.25 | 46,657.25 | |
| Maintenance and Repair - Fire Equipment | 5,000.00 | (231.38) | 4,768.62 | 4,768.62 | |
| Maintenance and Repair - Firefighting Gear | 4,000.00 | (3,908.00) | 92.00 | 92.00 | |
| Computer and Related Computer Equipment | 4,000.00 | (332.85) | 3,667.15 | 3,667.15 | |
| Fire Equipment | 32,500.00 | 38,275.15 | 70,775.15 | 70,775.15 | |
| Radios | 5,000.00 | (3,969.50) | 1,030.50 | 1,030.50 | |
| Firefighters' Gear | 11,000.00 | (1,651.97) | 9,348.03 | 9,348.03 | |
| FSA Suppression | 1,200.00 | (1,200.00) | | | |
| Other Assets, Non Bondable | 6,000.00 | (6,000.00) | | | |
| Total Cost of Operations and Maintenance | 1,178,013.00 | 20,036.08 | 1,198,049.08 | 1,177,576.99 | 20,472.09 |
| Operating Appropriations Offset with Revenues: | | | | | |
| Salary and Wages | | | | | |
| Fire Official | 1,220.00 | (1,220.00) | | | |
| Clerk | 15,000.00 | 1,525.25 | 16,525.25 | 16,525.25 | |
| Other Expenses: | | | | | |
| Fire Prevention | 8,700.00 | 1,813.13 | 10,513.13 | 10,187.04 | 326.09 |
| Total Operating Appropriations Offset with Revenues | 24,920.00 | 2,118.38 | 27,038.38 | 26,712.29 | 326.09 |

(Continued)

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Require Supplementary Information - Part II

General Fund

Budgetary Comparison Schedule

For the Year Ended December 31, 2016

| | <u>Original Budget</u> | <u>Budget Modifications / Transfers</u> | <u>Final Budget</u> | <u>Actual</u> | <u>Variance Positive (Negative) Final to Actual</u> |
|---|----------------------------|---|-------------------------|----------------------|---|
| EXPENDITURES (CONT'D): | | | | | |
| Capital Appropriations: | | | | | |
| Downpayment on Purchase of Fire Apparatus | \$ 300,000.00 | | \$ 300,000.00 | \$ 300,000.00 | |
| Reserve for Future Capital Outlay | 55,000.00 | | 55,000.00 | | \$ 55,000.00 |
| Total Capital Appropriations | <u>355,000.00</u> | | <u>355,000.00</u> | <u>300,000.00</u> | <u>55,000.00</u> |
| Total Expenditures | <u>1,767,297.00</u> | | <u>1,767,297.00</u> | <u>1,684,840.75</u> | <u>82,456.25</u> |
| Excess (Deficiency) of Revenues Over (Under) Expenditures | <u>\$ (300,000.00)</u> | <u>\$ -</u> | <u>\$ (300,000.00)</u> | (161,011.31) | <u>\$ (25,923.81)</u> |
| Fund Balance, January 1 | | | | <u>1,010,635.08</u> | |
| Fund Balance, December 31 | | | | <u>\$ 849,623.77</u> | |
| Recapitulation: | | | | | |
| Nonspendable: | | | | | |
| For Prepaid Expenses | | | | \$ 4,060.68 | |
| Restricted: | | | | | |
| For Future Capital Outlay | | | | 55,000.00 | |
| Assigned: | | | | | |
| Designated for Subsequent Year's Expenditures | | | | 50,000.00 | |
| Unassigned | | | | <u>740,563.09</u> | |
| | | | | <u>\$ 849,623.77</u> | |

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
 Required Supplementary Information - Part II
 Budgetary Comparison Schedule
 Note to Required Supplementary Information
 For the Year Ended December 31, 2016

Note A - Explanation of Differences between Budgetary Inflows and Outflows and GAAP Revenues and Expenditures.

| | <u>General Fund</u> | <u>Special Revenue Fund</u> |
|--|-------------------------|-------------------------------------|
| Sources / Inflows of Resources: | | |
| Actual amounts (budgetary basis) "revenue" from the budgetary comparison schedule. | \$ 1,523,829.44 | |
| Grant accounting budgetary basis differs from GAAP in that encumbrances are recognized as expenditures, and the related revenue is recognized. | | |
| Total revenues as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds. (B-2) | \$ 1,523,829.44 | \$ - |
| Uses / Outflows of Resources: | | |
| Actual amounts (budgetary basis) "total expenditures" from the budgetary comparison schedule. | \$ 1,684,840.75 | |
| Encumbrances for supplies and equipment ordered but not received is reported in the year the order is placed for budgetary purposes, but in the year the supplies are received for financial reporting purposes. | | |
| Total expenditures as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds (B-2) | \$ 1,684,840.75 | \$ - |

**REQUIRED SUPPLEMENTARY INFORMATION
PART III**

**SCHEDULES RELATED TO ACCOUNTING
AND REPORTING FOR PENSIONS**

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
 Required Supplementary Information - Part III
 Schedule of the Fire District's Proportionate Share of the Net Pension Liability
 Public Employees' Retirement System (PERS)
Last Four Years

| | <u>Measurement Date Ended June 30,</u> | | | |
|---|--|---------------|---------------|---------------|
| | <u>2016</u> | <u>2015</u> | <u>2014</u> | <u>2013</u> |
| Fire District's Proportion of the Net Pension Liability | 0.0015135318% | 0.0346736000% | 0.0337948700% | 0.0396029300% |
| Fire District's Proportionate Share of the Net Pension Liability | \$ 448,365.00 | \$ 77,835.00 | \$ 63,273.00 | \$ 75,689.00 |
| Fire District's Covered Payroll (Plan Measurement Period) | \$ 104,124.00 | \$ 23,916.00 | \$ 23,364.00 | \$ 27,316.00 |
| Fire District's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll | 430.61% | 325.45% | 270.81% | 277.09% |
| Plan Fiduciary Net Position as a Percentage of the Total Pension Liability | 40.14% | 47.93% | 52.08% | 48.72% |

This schedule is presented to illustrate the requirement to show information for 10 years; however, until a full 10-year trend is compiled, this presentation will only include information for those years for which information is available.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Required Supplementary Information - Part III

Schedule of the Fire District's Contributions

Public Employees' Retirement System (PERS)

Last Four Years

| | <u>Year Ended December 31,</u> | | | |
|--|--------------------------------|-------------------|-------------------|-------------------|
| | <u>2016</u> | <u>2015</u> | <u>2014</u> | <u>2013</u> |
| Fire District's Contractually Required Contribution | \$ 13,446.00 | \$ 2,981.00 | \$ 2,786.00 | \$ 2,984.00 |
| Fire District's Contribution in Relation to the Contractually Required Contribution | <u>(13,446.00)</u> | <u>(2,981.00)</u> | <u>(2,786.00)</u> | <u>(2,984.00)</u> |
| Fire District's Contribution Deficiency (Excess) | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| Fire District's Covered Payroll | \$ 102,543.00 | \$ 82,122.00 | \$ 23,576.00 | \$ 24,528.00 |
| Fire District's Contributions as a Percentage of its Covered-Employee Payroll | 13.11% | 3.63% | 11.82% | 12.17% |

This schedule is presented to illustrate the requirement to show information for 10 years; however, until a full 10-year trend is compiled, this presentation will only include information for those years for which information is available.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
 Required Supplementary Information - Part III
 Schedule of the Fire District's Proportionate Share of the Net Pension Liability
 Police and Firemen's Retirement System (PFRS)
Last Four Years

| | <u>Measurement Date Ended June 30,</u> | | | |
|--|--|------------------------|------------------------|------------------------|
| | <u>2016</u> | <u>2015</u> | <u>2014</u> | <u>2013</u> |
| Fire District's Proportion of the Net Pension Liability | 0.0105190396% | 0.0126483230% | 0.0124395063% | 0.0111745495% |
| Fire District's Proportionate Share of the Net Pension Liability | \$ 2,009,406.00 | \$ 2,106,770.00 | \$ 1,564,775.00 | \$ 1,485,555.00 |
| State's Proportionate Share of the Net Pension Liability associated with the Fire District | <u>168,741.00</u> | <u>184,757.00</u> | <u>168,500.00</u> | <u>138,472.00</u> |
| Total | <u>\$ 2,178,147.00</u> | <u>\$ 2,291,527.00</u> | <u>\$ 1,733,275.00</u> | <u>\$ 1,624,027.00</u> |
| Fire District's Covered Payroll (Plan Measurement Period) | \$ 336,216.00 | \$ 400,548.00 | \$ 392,896.00 | \$ 350,696.00 |
| Fire District's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll | 597.65% | 525.97% | 398.27% | 423.60% |
| Plan Fiduciary Net Position as a Percentage of the Total Pension Liability | 52.01% | 56.31% | 62.41% | 58.70% |

This schedule is presented to illustrate the requirement to show information for 10 years; however, until a full 10-year trend is compiled, this presentation will only include information for those years for which information is available.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5

Required Supplementary Information - Part III
 Schedule of the Fire District's Contributions
 Police and Firemen's Retirement System (PFRS)
Last Four Years

| | <u>Year Ended December 31,</u> | | | |
|--|--------------------------------|---------------------|--------------------|--------------------|
| | <u>2016</u> | <u>2015</u> | <u>2014</u> | <u>2013</u> |
| Fire District's Contractually Required Contribution | \$ 85,766.00 | \$ 102,812.00 | \$ 95,544.00 | \$ 81,527.00 |
| Fire District's Contribution in Relation to the Contractually Required Contribution | <u>(85,766.00)</u> | <u>(102,812.00)</u> | <u>(95,544.00)</u> | <u>(81,527.00)</u> |
| Fire District's Contribution Deficiency (Excess) | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| Fire District's Covered Payroll (Calendar Year) | \$ 300,942.00 | \$ 336,216.00 | \$ 400,548.00 | \$ 392,896.00 |
| Fire District's Contributions as a Percentage of its Covered Payroll | 28.50% | 30.58% | 23.85% | 20.75% |

This schedule is presented to illustrate the requirement to show information for 10 years; however, until a full 10-year trend is compiled, this presentation will only include information for those years for which information is available.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Required Supplementary Information - Part III
Notes to Required Supplementary Information - Part III
For the Year Ended December 31, 2016

Public Employees' Retirement System (PERS)

Changes in Benefit Terms:

None

Changes in Assumptions:

For 2016, the discount rate changed to 3.98%, the long-term expected rate of return changed to 7.65%, demographic assumptions were revised in accordance with the results of the July 1, 2011 - June 30, 2014 experience study and the mortality improvement scale incorporated the plan actuary's modified MP-2014 projection scale. Further, salary increases were assumed to increase between 1.65% and 4.15% (based on age) through fiscal year 2026 and 2.65% and 5.15% (based on age) for each fiscal year thereafter. For 2015, the discount rate changed to 4.90%. In addition, the social security wage base was set at \$118,500 for 2015, increasing 4.00% per annum, compounded annually and the 401(a)(17) pay limit was set at \$265,000 for 2015, increasing 3.00% per annum, compounded annually. For 2014, the discount rate was 5.39%.

Police and Firemen's Retirement System (PFRS)

Changes in Benefit Terms:

None

Changes in Assumptions:

For 2016, the discount rate changed to 5.55%, the long-term expected rate of return changed to 7.65%, and the mortality improvement scale incorporated the plan actuary's modified 2014 projection scale. Further, salary increases were assumed to increase between 2.10% and 8.98% (based on age) through fiscal year 2026 and 3.10% and 9.98% (based on age) for each fiscal year thereafter. For 2015, the discount rate changed to 5.79% and demographic assumptions were revised in accordance with the results of the July 1, 2010 - June 30, 2013 experience study. For 2014, the discount rate was 6.32%.

OTHER SUPPLEMENTARY INFORMATION

LONG-TERM DEBT

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
 Budgetary Comparison Schedule
 Debt Service Fund
 For the Year Ended December 31, 2016

| | <u>Original Budget</u> | <u>Budget Modifications / Transfers</u> | <u>Final Budget</u> | <u>Actual</u> | <u>Variance Positive (Negative) Final to Actual</u> |
|---|----------------------------|---|-------------------------|---------------|---|
| REVENUES: | | | | | |
| Amount of be Raised by Taxation to Support the District Budget | \$ 108,060.00 | | \$ 108,060.00 | \$ 108,060.00 | |
| EXPENDITURES: | | | | | |
| Principal Payments: | | | | | |
| General Obligation Bonds | 80,000.00 | | 80,000.00 | 80,000.00 | |
| Interest Payments: | | | | | |
| General Obligation Bonds | 28,060.00 | | 28,060.00 | 28,060.00 | |
| Total Expenditures | 108,060.00 | | 108,060.00 | 108,060.00 | |
| Excess (Deficiency) of Revenues Over (Under) Expenditures | | | | | |
| Fund Balance, January 1 | | | | | |
| Fund Balance, December 31 | | | | \$ - | |

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Schedule of Findings and Recommendations
For the Year Ended December 31, 2016

Schedule of Financial Statement Findings

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, State of New Jersey.

None.

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 5
Summary Schedule of Prior Year Audit Findings
and Recommendations as Prepared by Management

This section identifies the status of prior year findings related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

FINANCIAL STATEMENT FINDINGS

None.

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APPRECIATION

We express our appreciation for the assistance and courtesies rendered by the Fire District officials during the course of the audit.

Respectfully submitted,

A handwritten signature in cursive script that reads "Bowman & Company LLP". The signature is written in black ink and is positioned to the right of the typed name.

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

