

UPPER TOWNSHIP FIRE DISTRICT NO. 3

REPORT OF AUDIT

FOR THE YEAR ENDED DECEMBER 31, 2016

UPPER TOWNSHIP FIRE DISTRICT NO. 3
ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED DECEMBER 31, 2016

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INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
Upper Township Fire District #3
Marmora, NJ

I have audited the accompanying financial statements of the governmental activities and each major fund of Upper Township Fire District #3 as of and for the year ended December 31, 2016 and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that I 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 entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Opinions

In my 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 Upper Township Fire

District #3, as of December 31, 2016, and the respective changes in financial position and, where applicable, cash flows thereof 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 and budgetary comparison information on page 15 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. I 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 my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Other Information

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, I have also issued my report dated May 10, 2017, on my consideration of Upper Township Fire District #3's internal control over financial reporting and on my 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 my 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 Upper Township Fire District #3's internal control over financial reporting and compliance.

Kenneth E. Yeutter, CPA
Millville, New Jersey
May 10, 2017.

KENNETH E. YEUTTER, CPA

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INDEPENDENT AUDITOR'S 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

To the Board of Commissioners
Upper Township Fire District #3
Marmora, New Jersey

I have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the Division), the financial statements of the governmental activities, and each major fund of Upper Township Fire District #3, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Upper Township Fire District #3s basic financial statements, and have issued my report thereon dated May 10, 2017.

Internal Control over Financial Reporting

In planning and performing my audit of the financial statements, I considered the Upper Township Fire District #3's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Upper Township Fire District #3's internal control. Accordingly, I do not express an opinion on the effectiveness of Upper Township Fire District #3's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My 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 my audit I did not identify any deficiencies in internal control that I 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 Upper Township Fire District #3's financial statements are free from material misstatement, I 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 my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of my 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 in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Kenneth E. Yeutter, CPA
Millville, NJ
May 10, 2017

Upper Township Fire District #3
 Governmental Funds Balance Sheet / Statement of Net Position
 December 31, 2016

A-1

	General Fund	Capital Projects Fund	Total Governmental Funds	Adjustments (Below)	Statement of Net Position
ASSETS					
Cash and Cash Equivalents	\$ 176,157		\$ 176,157		\$ 176,157
TOTAL ASSETS	176,157	-	176,157	-	176,157
LIABILITIES					
Accounts Payable					-
Due to LOSAP Trust Fund					-
Noncurrent Liabilities					-
Due Within One Year					-
Due Beyond One Year					-
TOTAL LIABILITIES	-	-	-	-	-
FUND BALANCES					
Assigned for Capital Purchases	90,921		90,921		90,921
Assigned for Emergencies	38,209		38,209		38,209
Unrestricted	47,027		47,027		47,027
TOTAL FUND BALANCES	176,157	-	176,157	-	176,157
TOTAL LIABILITIES AND FUND BALANCES	\$ 176,157	\$ -	\$ 176,157	-	
NET POSITION					
Assigned for Emergencies				90,921	90,921
Assigned for Capital Purchases				38,209	38,209
Unrestricted				20,660	20,660
TOTAL NET POSITION				\$ 149,790	\$ 149,790

ADJUSTMENTS:

Amounts reported for governmental activities in the statement of net position are different because:

Fund Balance (above) \$ 176,157

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.

Long term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds

NET POSITION OF GOVERNMENTAL ACTIVITIES \$ 176,157

See Accompanying Notes to Financial Statements

Upper Township Fire District #3
Statement of Governmental Fund Revenues, Expenditures,
and Change in Fund Balance / Statement of Activities
December 31, 2016

A-1

	General Fund	Capital Projects Fund	Total Governmental Funds	Adjustments (Below)	Statement of Activities
REVENUES					
District Taxes	\$ 555,665	-	\$ 555,665	-	\$ 555,665
Supplemental Fire Services	-	-	-	-	-
Interest	338	-	338	-	338
Other Income	-	-	-	-	-
TOTAL REVENUES	556,003	-	556,003	-	556,003
EXPENDITURES / EXPENSES					
Operating and Maintenance	499,682	-	499,682	-	499,682
Other Expenses	15,645	-	15,645	-	15,645
Debt Service	-	-	-	-	-
Principal	-	-	-	40,415	40,415
Interest	-	-	-	-	-
TOTAL EXPENDITURES / EXPENSES	515,327	-	515,327	40,415	555,742
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	40,676	-	40,676	-	261
OTHER FINANCING SOURCES (USES)					
Utilization of Anticipated Revenue	-	-	-	-	-
Assigned for Capital Outlay	(40,415)	-	(40,415)	-	-
Fund Balances / Net Position					
Beginning of Year	149,529	-	149,529	-	149,529
End of Year	149,790	-	149,790	-	149,790

ADJUSTMENTS

Total Net Change in Fund Balance - Governmental Funds (Above) \$ 40,676

Funds assigned for future capital outlay are an expenditure in the governmental funds. (40,415)

Change in Net Position of Governmental Activities \$ 261

See Accompanying Notes to Financial Statements

UPPER TOWNSHIP FIRE DISTRICT NO. 3

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Upper Township Fire District No.3 (the "District") annual financial report presents a discussion and analysis of the Fire District's financial performance during the fiscal year that ended on December 31, 2015. Please read it in conjunction with the District's financial statements, which immediately follow this section.

Financial Highlights

Total assets were \$176,157 and total liabilities were \$0 resulting in net position of \$176,157 at December 31, 2016.

The Fire district's unassigned net position was \$20,660, at the year ended December 31, 2016.

Operating Revenues totaled \$556,003 for the year ended December 31, 2016.

Operating expenses were \$555,741 for the year ended December 31, 2016.

Overview of Annual Financial Report

Management's Discussion and Analysis (MD&A) serves as an introduction to, and should be read in conjunction with, the basic audited financial statements and supplemental information. The MD&A represents management's examination and analysis of the Fire district's financial condition and performance. Summary financial statement data, key financial and operational indicators used in the Fire district's capital plan, budget, and other management tools were used for this analysis.

The financial statements report information about the District using the accrual basis of accounting, and, for the governmental funds, using the modified accrual basis of accounting. The combined financial statement, Governmental Funds Balance Sheet/Statement of Net Position includes a column to report governmental funds, a conversion column and a column to report Net Position.

The combined financial statement, Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balances/Net Position also includes columns to report governmental funds, conversion transactions and the Statement of Activity.

The notes to the financial statements provide required disclosures and other information essential to a complete understanding of information provided in the financial statements. The notes contain information about the Fire District's accounting policies, significant account balances and changes, material risks, obligations, commitments, contingencies and subsequent events.

UPPER TOWNSHIP FIRE DISTRICT NO. 3

MANAGEMENT'S DISCUSSION AND ANALYSIS

Financial Analysis of the Fire District

The following tables and other information are provided as key financial data used by management for monitoring and planning purposes.

Net Assets – Table 1 summarizes the changes in net position between December 31, 2016 and 2015:

Table 1

Condensed Summary of Net Position

Years Ended December 31,	<u>2016</u>	<u>2015</u>	<u>Increase/ (Decrease)</u>
Assets:			
Current Assets	\$ 176,157	\$ 152,853	\$ 23,304
Capital Assets (Net of Depreciation)	-	-	-
Total Assets	<u>176,157</u>	<u>152,853</u>	<u>23,304</u>
Liabilities:			
Current Liabilities	-	3,324	(3,324)
Non-Current Liabilities	-	-	-
Total Liabilities	<u>-</u>	<u>3,324</u>	<u>(3,324)</u>
Net Position:			
	-	-	-
Assigned for Capital Purchases	90,921	55,583	
Assigned for Emergencies	38,209	50,506	(12,297)
Unassigned	47,027	43,440	3,587
Total Net Position	<u>\$ 176,157</u>	<u>\$ 149,529</u>	<u>\$ 26,628</u>

Financial Analysis of the Fire District

Net position increased by \$261 in 2016.

UPPER TOWNSHIP FIRE DISTRICT NO. 3

MANAGEMENT'S DISCUSSION AND ANALYSISOperating Activities

Table 2 summarizes the changes in revenues, expenses and net assets between fiscal years December 31, 2016 and 2015.

Table 2

Condensed Summary of Revenues, Expenses and Changes in Net Position

Years Ended December 31	<u>2016</u>	<u>2015</u>	<u>Increase/ (Decrease)</u>
<u>Revenues</u>			
Operating Revenues:			
District Taxes	\$ 555,665.00	\$ 534,551.00	\$ 21,114.00
Interest	<u>338.00</u>	<u>328.00</u>	<u>10.00</u>
Total Revenues	<u>556,003.00</u>	<u>534,879.00</u>	<u>21,124.00</u>
<u>Expenses</u>			
Operating and Maintenance	499,685.00	501,725.00	
Other Expenses	15,604.00	18,983.00	(3,379.00)
Debt Service	<u>-</u>	<u>-</u>	
Total Expenses	<u>515,289.00</u>	<u>520,708.00</u>	<u>(5,419.00)</u>
Change in Net Position	40,714.00	14,171.00	26,543.00
Assigned for Capital Purchases	(40,453.00)	(20,000.00)	
Total Net Position, Beginning of Year	<u>149,529.00</u>	<u>155,358.00</u>	<u>(5,829.00)</u>
Total Net Position, End of Year	<u>\$ 149,790.00</u>	<u>\$ 149,529.00</u>	<u>\$ 261.00</u>

The summary of revenues, expenses, and changes in net position provides information as to the nature and source of changes in financial position.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Debt Outstanding

The Fire District's long-term debt was \$0 at December 31, 2016.

Requests for Information

This financial report is designed to provide a general overview of the Fire District's finances and to demonstrate the Fire District's accountability for the money it receives. If you have any question about this report or need any additional information, contact the Fire District in writing, at 40 Old Tuckahoe Road, Marmora, NJ 08223.

FINANCIAL SECTION

Upper Township Fire District #3
 Governmental Funds Balance Sheet / Statement of Net Position
 December 31, 2016

A-1

	General Fund	Capital Projects Fund	Total Governmental Funds	Adjustments (Below)	Statement of Net Position
ASSETS					
Cash and Cash Equivalents	\$ 176,157		\$ 176,157		\$ 176,157
TOTAL ASSETS	<u>176,157</u>	-	<u>176,157</u>	-	<u>176,157</u>
LIABILITIES					
Accounts Payable			-		-
Due to LOSAP Trust Fund			-		-
Noncurrent Liabilities			-		-
Due Within One Year			-	-	-
Due Beyond One Year	-		-		-
TOTAL LIABILITIES	-	-	-	-	-
FUND BALANCES					
Assigned for Capital Purchases	90,921		90,921		90,921
Assigned for Emergencies	38,209		38,209		38,209
Unrestricted	47,027		47,027	-	47,027
TOTAL FUND BALANCES	<u>176,157</u>	-	<u>176,157</u>	-	<u>176,157</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 176,157</u>	\$ -	<u>\$ 176,157</u>	-	
NET POSITION					
Assigned for Emergencies				90,921	90,921
Assigned for Capital Purchases				38,209	38,209
Unrestricted				20,660	20,660
TOTAL NET POSITION				<u>\$ 149,790</u>	<u>\$ 149,790</u>

ADJUSTMENTS:

Amounts reported for governmental activities in the statement of net position are different because:

Fund Balance (above) \$ 176,157

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.

Long term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds

NET POSITION OF GOVERNMENTAL ACTIVITIES \$ 176,157

See Accompanying Notes to Financial Statements

Upper Township Fire District #3
 Statement of Governmental Fund Revenues, Expenditures,
 and Change in Fund Balance / Statement of Activities
 December 31, 2016

A-2

	General Fund	Capital Projects Fund	Total Governmental Funds	Adjustments (Below)	Statement of Activities
REVENUES					
District Taxes	\$ 555,665	-	\$ 555,665	-	\$ 555,665
Supplemental Fire Services	-	-	-	-	-
Interest	338	-	338	-	338
Other Income	-	-	-	-	-
TOTAL REVENUES	556,003	-	556,003	-	556,003
EXPENDITURES / EXPENSES					
Operating and Maintenance	499,682	-	499,682	-	499,682
Other Expenses	15,645	-	15,645	-	15,645
Debt Service	-	-	-	-	-
Principal	-	-	-	40,415	40,415
Interest	-	-	-	-	-
TOTAL EXPENDITURES / EXPENSES	515,327	-	515,327	40,415	555,742
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	40,676	-	40,676	-	261
OTHER FINANCING SOURCES (USES)					
Utilization of Anticipated Revenue	-	-	-	-	-
Assigned for Capital Outlay	(40,415)	-	(40,415)	-	-
Fund Balances / Net Position					
Beginning of Year	149,529	-	149,529	-	149,529
End of Year	149,790	-	149,790	-	149,790

ADJUSTMENTS

Total Net Change in Fund Balance - Governmental Funds (Above) \$ 40,676

Funds assigned for future capital outlay are an expenditure in the governmental funds. (40,415)

Change in Net Position of Governmental Activities \$ 261

See Accompanying Notes to Financial Statements

UPPER TOWNSHIP FIRE DISTRICT NO.3
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

NOTE 1-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Upper Township Fire District No. 3 (the Fire District) have been prepared in conformity 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 more significant of the Fire District's accounting policies are described below.

A. Reporting Entity

The Fire District's basic financial statements include the accounts of all the Fire District's operations. The Fire District, as a special-purpose government, meets the criteria defining a primary government. As set forth in Government Accounting Standards Board (GASB) 14, a primary government is also a special-purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments.

Basis of Presentation, Measurement Focus and Basis of Accounting

Basis of Presentation

The Fire District's basic financial statements consist of a statement of net position and a statement of activities and fund financial statements, which provide a more detailed level of financial information.

District-Wide Financial Statements:

The statement of net position and the statement of activities display information about the Fire District as a whole. These statements report financial activities of the overall Fire District. Individual funds are not displayed but the statements distinguish governmental activities, generally supported by District assessments, intergovernmental revenues, and other non-exchange transactions from business-type activities, if any, generally financed in whole or in part with fees charged to external parties.

The statement of net position presents the financial condition of the Fire District at year end. The statement of activities presents a comparison between direct expenses and program revenues for the governmental activity of the Fire District.

Fund Financial Statements:

During the fiscal year, 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. The fund financial statements provide information about the Fire District's funds.

Governmental Funds

The Fire District reports the following governmental funds:

General Fund – The general operating fund of the Fire District, accounts for all administrative and operational activities of the Fire District.

Capital Fund – The accounting for expenditures for property, plant and equipment financed by debt authorized.

UPPER TOWNSHIP FIRE DISTRICT NO.3
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Measurement Focus and Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements.

The district-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. Property tax assessments are recognized as revenues in the year in which they are levied.

Contributions and grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Net position (total assets less total liabilities) are used as a practical measure of economic resources and the operating statement includes all transactions and events that increased or decreased net position. Depreciation is charged as expense against current operations and accumulated depreciation is reported on the statement of net position.

B. Budgetary Control

An annual operating budget is required to be adopted and integrated into the accounting system to provide budgetary control over revenues and expenditures in accordance with NJSA 40A:5A. The operating budget, adopted annually, is in the form prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

C. Assets, Liabilities and Equity

Cash, Cash Equivalents and Investments

Cash and cash equivalents include various checking and money market accounts, U.S. obligations, and certificates of deposit with maturities of three months or less.

Investments are carried at cost with associated premiums and discounts amortized over the term of the investment. Purchase of investments is limited by N.J.S.A. 40A:5-15.1 to bonds or obligations of or guaranteed by the federal government and to bonds or other obligations of federal or local units. These investments are required to have a maturity date not more than twelve months from the date of purchase.

Additionally, the Fire District has adopted a cash management plan that requires it to deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). GUDPA was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey.

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 Act. Public depositories include savings and loan institutions, banks (both state and national banks) and savings banks 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 full amount of their deposits to the governmental units.

UPPER TOWNSHIP FIRE DISTRICT NO.3
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Capital Assets

The Fire District has established a formal system of accounting for its capital assets. Purchased or constructed capital assets are reported at cost. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

All reported capital assets except for land and construction in progress are depreciated. Depreciation is computed using the straight-line method over their estimated useful lives. Useful lives vary from 5 to 12 years for equipment and vehicles.

Accrued Liabilities and Long-Term Obligations

All payables and accrued liabilities are reported on the district-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.

Net Position

Net position represent the difference between assets and liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any borrowing (if any) used for the acquisition, construction, or improvement of those assets. Net position are 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.

Fund Balances

In accordance with Governmental Accounting Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, the Fire District classifies governmental fund balances as follows;

- Non-spendable – Includes fund balance amounts that cannot be spent either because they are not in spendable form or because of legal or contractual restraints.
- Restricted – Includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers such as creditors or amounts constrained due to constitutional provisions or enabling legislation.
- Committed Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority and does not lapse at year end.
- Assigned – Includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund Balance may be assigned by the Board of Commissioners, or Treasurer.
- Unassigned – Includes positive fund balance within the General Fund which has not been classified within the above mentioned categories and negative fund balances in other governmental funds.

UPPER TOWNSHIP FIRE DISTRICT NO.3
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Extraordinary and Special Items

Extraordinary items are transactions or events that are unusual in nature and infrequent in occurrence. Special items are transactions or events that are within control of management and are either unusual in nature or infrequent in occurrence. Neither of these types of transactions occurred during the fiscal year.

NOTE 2 - CASH, CASH EQUIVALENTS AND INVESTMENTS

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 may not be recovered. Although the District does not have a policy for 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.

Investments

The District does not have any investments at December 31, 2016.

NOTE 3 - CAPITAL ASSETS

The District has no CAPITAL Assets at December 31, 2016.

NOTE 4 - DEBT SERVICE

The District has no Long Term debt at December 31, 2016.

NOTE 5 - RISK MANAGEMENT

The Fire District is exposed to various risks of loss 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 insurance for property, liability and surety bonds.

From time to time, the Fire district may be a defendant in legal proceedings relating to its operations as a Fire District.

NOTE 6 - SUBSEQUENT EVENTS

Management has reviewed and evaluated all events and transactions that occurred between December 31, 2016 and May 10, 2017, the date that the financial statements were available to be issued, for possible disclosure and recognition in the financial statements.

Upper Township Fire District #3
Statement of Revenues, Expenditures and Changes in
Fund Balance - Budget and Actual
General Fund
For the Year Ended December 31, 2016

B-1

	Amended Budget	Actual	Variance Favorable (Unfavorable)
Revenues			
District Taxes	\$ 555,665	\$ 555,665	\$ -
Supplemental Fire Services Program		-	-
Interest	300	338	38
Total Revenues	555,965	556,003	38
Expenditures			
Operating & Maintenance			
Contract with Marmora Volunteer Fire Company	296,800	296,800	-
Insurance	30,450	30,450	-
Building Lease	65,000	65,000	-
Vehicle Lease	80,000	80,000	-
Fire Hydrants	27,435	27,433	2
Total Operating & Maintenance	499,685	499,683	2
Adminsitraton			
Utilities	100	-	100
Commissioners Salaries and Wages	2,975	2,975	-
Office Expense	1,075	1,054	21
Professional Services	11,715	11,615	100
Total Adminsitraton	15,865	15,644	221
Debt Service			
Principal		-	-
Interest		-	-
Total Debt Service		-	-
Total Expenditures	515,550	515,327	223
Excess (Deficiencies) of Revenues Over Expenditures	40,415	40,676	261
Other Financing Sources (Uses)			
Assigned for Capital Purchases	(40,415)	(40,415)	-
	\$ -	\$ 261	\$ 261
Fund Balance Beginning of Year			149,529
Fund Balance End of Year			\$ 149,790

OTHER

Findings and Responses:

None

Prior Year Findings:

None