

**MARLBORO TOWNSHIP FIRE DISTRICT NO. 1
MONMOUTH COUNTY, NEW JERSEY**

**Financial Statements
December 31, 2016 and 2015
With Independent Auditors' Report**

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
December 31, 2016 and 2015

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Township of Marlboro

Fire District #1

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MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

Our discussion and analysis of the Marlboro Township Fire District No. 1's financial performance provides an overview of the District's financial activities for the years ended December 31, 2016 and 2015.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statements of Net Position and Governmental Funds Balance Sheet and the Statements of Revenues, Expenses and Changes in Governmental Fund Balances and Net Position provide information about the activities of the District as a whole and present a longer-term view of the District's finances. For governmental activities, these statements tell how district services were financed in the short term as well as what remains for future spending. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds. The remaining statements provide financial information about activities for which the District acts solely as a Board for the benefit of those outside of the government.

Reporting on the District as a Whole

The Statements of Net Position and Governmental Funds Balance Sheet and the Statements of Revenues, Expenses and Changes in Governmental Fund Balances and Net Position

One of the most important questions asked about the District's finances is, "Is the District as a whole better off or worse off as a result of the year's activities?" The Statements of Net Position and Governmental Funds Balance Sheet and the Statements of Revenues, Expenses and Changes in Governmental Fund Balances and Net Position report information about the District as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District's net position and changes in them. You can think of the District's net position – the difference between assets and liabilities – as one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other nonfinancial factors, however, such as changes in the District's property tax base and the condition of the District's equipment to assess the overall health of the District.

In the Statements of Net Position and Governmental Funds Balance Sheet and the Statements of Revenues, Expenses and Changes in Governmental Fund Balances and Net Position we divide the District into two kinds of activities:

MARLBORO TOWNSHIP FIRE DISTRICT NO. 1
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

- General Fund activities – Most of the District's basic services are reported here. Property Tax Levies finance most of these activities.
- Capital Fund activities – The District's equipment acquisitions are financed by prior levies and approved by the taxpayers. The District's acquisitions are reported here.

Reporting on the District's Most Significant Funds

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds – not the District as a whole. Some funds are required to be established by State law and by bond covenants.

- General funds – Most of the District's basic services are reported in general funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The general fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. General fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between general fund activities (reported in the Statements of Net Position and Governmental Funds Balance Sheet and the Statements of Revenues, Expenses and Changes in Governmental Fund Balances and Net Position) and capital funds in reconciliation at the bottom of the fund financial statements.

The District as a Board

Reporting on the District's Fiduciary Responsibilities

The District is a board of commissioners for the safety and protection of the residents within its boundaries. The District is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

THE DISTRICT AS A WHOLE

For the years ended December 31, 2016 and 2015, net position changed as follows:

	2016 GAAP Basis			Increase	Percentage
	General Fund	Capital Fund		(Decrease)	Increase
	Activities	Activities	Total	over 2015	(Decrease)
Assets					
Current and other assets	\$ 1,750,660	\$ -	\$ 1,750,660	\$ 45,766	2.68%
Capital assets	-	587,487	587,487	(43,203)	-6.85%
Total assets	\$ 1,750,660	\$ 587,487	\$ 2,338,147	\$ 2,563	0.11%
Other liabilities	\$ 126,829	\$ -	\$ 126,829	\$ (41,775)	-24.78%
Net position					
Net investment in capital assets			587,487	(43,203)	-6.85%
Restricted			1,000,000	150,000	17.65%
Unrestricted			623,831	(62,459)	-9.10%
Total net position			2,211,318	44,338	2.05%
Total liabilities and net position			\$ 2,338,147	\$ 2,563	0.11%

MARLBORO TOWNSHIP FIRE DISTRICT NO. 1
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

	2015 GAAP Basis			Increase (Decrease) over 2014	Percentage Increase (Decrease)
	General Fund Activities	Capital Fund Activities	Total		
Assets					
Current and other assets	\$ 1,704,894	\$ -	\$ 1,704,894	\$ 160,447	10.39%
Capital assets	-	630,690	630,690	5,854	0.94%
Total assets	<u>\$ 1,704,894</u>	<u>\$ 630,690</u>	<u>\$ 2,335,584</u>	<u>\$ 166,301</u>	<u>7.67%</u>
Other liabilities	\$ 135,758	\$ 32,846	\$ 168,604	\$ 40,003	31.11%
Net position					
Net investment in capital assets			630,690	5,854	0.94%
Restricted			850,000	117,154	15.99%
Unrestricted			686,290	3,290	0.48%
Total net position			<u>2,166,980</u>	<u>126,298</u>	<u>6.19%</u>
Total liabilities and net position			<u>\$ 2,335,584</u>	<u>\$ 166,301</u>	<u>7.67%</u>

In both years, the District's increase in net position signifies improved financial condition.

Governmental Activities

The General fund is mainly to provide fire protection to its residents, educate the public as to fire prevention and precaution, and to train qualified personnel. All other governmental revenues are reported as general. It is important to note that all taxes are classified as general revenue even if restricted for a specific purpose. Capital fund activities are mainly to provide for the acquisition of major fire equipment for fire extinguishment.

THE DISTRICT'S FUNDS

The following schedule presents a summary of general, capital fund revenues and expenditures for the fiscal years ended December 31, 2016 and 2015 and the amount and percentage of increases and decreases in relation to the prior years.

	2016 GAAP Amount	Percentage of Total Revenues	Increase (Decrease) over 2015	Percentage Increase (Decrease)
Revenues				
District taxes	\$ 973,563	99.82%	\$ 336	0.03%
SFSG	-	0.00%	(4,339)	-100.00%
Interest on deposits and investments	1,770	0.18%	272	18.16%
Total revenues	<u>\$ 975,333</u>	<u>100.00%</u>	<u>\$ (3,731)</u>	<u>-0.38%</u>

For the year ended December 31, 2016 the District experienced a small decrease in total revenue of approximately \$4,000 or less than 1%. The decrease is due to no supplemental fire services grant.

MARLBORO TOWNSHIP FIRE DISTRICT NO. 1
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

	2015 GAAP Amount	Percentage of Total Revenues	Increase (Decrease) over 2014	Percentage Increase (Decrease)
Revenues				
District taxes	\$ 973,227	99.41%	\$ 2,116	0.22%
SFSG	4,339	0.44%	-	0.00%
Interest on deposits and investments	1,498	0.15%	(166)	-9.98%
Miscellaneous income	-	0.00%	(30,297)	-100.00%
Total revenues	<u>\$ 979,064</u>	<u>100.00%</u>	<u>\$ (28,347)</u>	<u>-2.81%</u>

District revenue experienced a slight decrease in 2015 due to the fact that in 2014 the District received a large worker's compensation refund.

	FYE 2016 GAAP Amount	Percentage of Total Expenditures	Increase (Decrease) over 2015	Percentage Increase (Decrease)
Expenditures				
Commissioners	\$ 32,652	3.51%	\$ 152	0.47%
Clerk of the Board	8,225	0.88%	(5,358)	-39.45%
Elections	1,440	0.15%	13	0.91%
Office expenses	4,130	0.44%	(598)	-12.65%
Professional services	57,189	6.14%	(13,370)	-18.95%
LOSAP	225,000	24.17%	20,000	9.76%
Advertising	576	0.06%	174	43.28%
Insurance	54,699	5.88%	(6,591)	-10.75%
Maintenance and repairs	64,535	6.93%	29,574	84.59%
Membership/dues	355	0.04%	(45)	-11.25%
Training and education	328	0.04%	(302)	-47.94%
Uniforms	7,749	0.83%	5,084	190.77%
Professional services/medical	4,740	0.51%	277	6.21%
Rental charges	78,470	8.43%	1,430	1.86%
Rental - utilities	4,325	0.46%	590	15.80%
Travel expenses	2,908	0.31%	2,474	570.05%
Fire hydrant rentals	238,698	25.64%	28,227	13.41%
New equipment and supplies	2,865	0.31%	(2,602)	-47.59%
Public education and recruitment	-	0.00%	(570)	-100.00%
Reimbursement of expenses	6,604	0.71%	(4,296)	-39.41%
Depreciation expense	135,507	14.56%	23,966	21.49%
Total expenditures	<u>\$ 930,995</u>	<u>100.00%</u>	<u>\$ 78,229</u>	<u>9.17%</u>

MARLBORO TOWNSHIP FIRE DISTRICT NO. 1
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

	FYE 2015 GAAP Amount	Percentage of Total Expenditures	Increase (Decrease) over 2014	Percentage Increase (Decrease)
Expenditures				
Commissioners	\$ 32,500	3.81%	\$ -	0.00%
Clerk of the Board	13,583	1.59%	5,083	59.80%
Elections	1,427	0.17%	85	6.33%
Office expenses	4,728	0.55%	617	15.01%
Professional services	70,559	8.27%	3,664	5.48%
LOSAP	205,000	24.04%	15,000	7.89%
Advertising	402	0.05%	121	43.06%
Insurance	61,290	7.19%	14,279	30.37%
Maintenance and repairs	34,961	4.10%	(29,616)	-45.86%
Membership/dues	400	0.05%	(295)	-42.45%
Training and education	630	0.07%	(4,123)	-86.75%
Uniforms	2,665	0.31%	(11,700)	-81.45%
Professional services/medical	4,463	0.52%	(303)	-6.36%
Rental charges	77,040	9.03%	845	1.11%
Rental - utilities	3,735	0.44%	(721)	-16.18%
Travel expenses	434	0.05%	434	100.00%
Fire hydrant rentals	210,471	24.68%	(11,240)	-5.07%
New equipment and supplies	5,467	0.64%	(23,131)	-80.88%
Public education and recruitment	570	0.07%	570	100.00%
Reimbursement of expenses	10,900	1.28%	8,406	337.05%
Depreciation expense	111,541	13.08%	(6,857)	-5.79%
Total expenditures	<u>\$ 852,766</u>	<u>100.00%</u>	<u>\$ (38,882)</u>	<u>-4.36%</u>

Some expenditures are contractual in nature and because of market fluctuations, they can be vary from year to year depending on the circumstances. For the year ended December 31, 2016 the District experienced an increase in total expenditures of approximately \$78,000 or 9%, due mainly to increase in maintenance and repairs and fire hydrant rentals. For the year ended December 31, 2015 the District experienced a decrease in total expenditures of approximately \$39,000 or 4%, due mainly to decrease of various maintenance repairs.

GENERAL FUND BUDGETARY HIGHLIGHTS

Over the course of the year, the Board revised the General Fund budget once. This budget amendment was a transfer within appropriations as a precaution to avoid over expending a line item.

The budget relied on the expectation of an increase in district taxes. For 2016, the district tax revenue remained constant as no significant increase in tax base and no increase in tax rate. For 2015, the district tax base increased slightly, but there was a decrease in the tax rate which produced an increase in tax revenue of approximately \$2,000.

MARLBORO TOWNSHIP FIRE DISTRICT NO. 1
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

For the years ended December 31, 2016 and 2015, Capital Assets changed as follows:

	2015 GAAP Basis	Additions	Transfers	2016 GAAP Basis	Percentage Increase (Decrease)
Capital assets					
Equipment	\$ 701,298	\$ 37,139	\$ 96,109	\$ 834,546	19.00%
Trucks and vehicles	2,184,071	55,165	-	2,239,236	2.53%
Construction in progress	96,109	-	(96,109)	-	-100.00%
	2,981,478	92,304	-	3,073,782	3.10%
Accumulated depreciation	2,350,788	135,507	-	2,486,295	5.76%
Capital assets, net	<u>\$ 630,690</u>	<u>\$ (43,203)</u>	<u>\$ -</u>	<u>\$ 587,487</u>	-6.85%
	2014 GAAP Basis	Additions	Transfers	2015 GAAP Basis	Percentage Increase (Decrease)
Capital assets					
Equipment	\$ 657,571	\$ 21,286	\$ 22,441	\$ 701,298	6.65%
Trucks and vehicles	2,184,071	-	-	2,184,071	0.00%
Construction in progress	22,441	96,109	(22,441)	96,109	328.27%
	2,864,083	117,395	-	2,981,478	4.10%
Accumulated depreciation	2,239,247	111,541	-	2,350,788	4.98%
Capital assets, net	<u>\$ 624,836</u>	<u>\$ 5,854</u>	<u>\$ -</u>	<u>\$ 630,690</u>	0.94%

The District accounted for its purchase of equipment in the current year and prior year.

Debt

For the years ended December 31, 2016 and 2015, the District had no debt.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

Next year's general fund budget was determined based on a slight increase in the district tax base and no increase in the district tax rate. Some of the significant capital asset items approved in this year's budget will be deferred to subsequent years.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our District's citizens, taxpayers, and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District Clerk's office at P.O. Box 462, Marlboro, New Jersey 07746.

INDEPENDENT AUDITORS' REPORT

Board of Fire Commissioners
Marlboro Township Fire District No. 1
Monmouth County, New Jersey

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Marlboro Township Fire District No. 1, Monmouth County, New Jersey as of and for the years ended December 31, 2016 and 2015, and related notes to the financial statements, which collectively comprise Marlboro Township Fire District No. 1's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Marlboro Township Fire District No. 1's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits 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 and in compliance with the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Those standards require that we plan and perform the audits 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 auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Marlboro Township Fire District No. 1, Monmouth County, New Jersey as of December 31, 2016 and 2015, and the results of its operations for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

The accounting principles generally accepted in the United States of America required that the Management's Discussion and Analysis on page A1 through A6 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 audits 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 audits were conducted for the purpose of forming an opinion on the financial statements that collectively comprise Marlboro Township Fire District No. 1's basic financial statements. The accompanying financial information listed as Supplementary Information and Other Schedules, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2016 and 2015 basic financial statements. The information has been subjected to the auditing procedures applied in the audit of those 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 Supplementary Information and Other Schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The Statistical Information and Roster of Officials have not been subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated July 7, 2017 on our consideration of the Marlboro Township Fire District No. 1's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 Marlboro Township Fire District No. 1's internal control over financial reporting and compliance.

Withum Smith+Brown, PC

July 7, 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 AUDITORS' REPORT

Board of Fire Commissioners
Marlboro Township Fire District No. 1
Monmouth County, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America, in compliance with the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Marlboro Township Fire District No. 1, Monmouth County, New Jersey, as of and for the years ended December 31, 2016 and 2015, and the related notes to the financial statements, which collectively comprise Marlboro Township Fire District No. 1's basic financial statements, and have issued our report thereon dated July 7, 2017.

Internal Control over Financial Reporting

In planning and performing our audits of the financial statements, we considered Marlboro Township Fire District No. 1's internal control over financial reporting 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 Marlboro Township Fire District No. 1's internal control. Accordingly, we do not express an opinion on the effectiveness of Marlboro Township Fire District No. 1'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.

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 audits 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 Marlboro Township Fire District No. 1's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on

the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* or audit requirements as prescribed by the Local Finance Board and by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

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

Withum Smith & Brown, PC

July 7, 2017

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Statement of Net Position and Governmental Funds Balance Sheet
December 31, 2016

	General Fund	Capital Fund	Total	Adjustments (Note 2)	Statement of Net Position
Assets					
Cash	\$ 1,401,626	\$ -	\$ 1,401,626	\$ -	\$ 1,401,626
Short term investments	316,073	-	316,073	-	316,073
Prepaid insurance	32,961	-	32,961	-	32,961
Interfund receivable	-	1,000,000	1,000,000	(1,000,000)	-
Capital assets, net	-	-	-	587,487	587,487
Total assets	<u>\$ 1,750,660</u>	<u>\$ 1,000,000</u>	<u>\$ 2,750,660</u>	<u>\$ (412,513)</u>	<u>\$ 2,338,147</u>
Liabilities					
Current liabilities					
Accounts payable	\$ 51,063	\$ -	\$ 51,063	\$ -	\$ 51,063
Reserve for unemployment	3,928	-	3,928	-	3,928
Reserve for LOSAP	71,838	-	71,838	-	71,838
Interfund payable	1,000,000	-	1,000,000	(1,000,000)	-
Total current liabilities	1,126,829	-	1,126,829	(1,000,000)	126,829
Fund Balances and Net Position					
Fund balances:					
Committed:					
Capital improvements	-	300,000	300,000	(300,000)	-
Assigned:					
Designated for subsequent years' expenditures	241,495	700,000	941,495	(941,495)	-
Appropriation reserves	153,908	-	153,908	(153,908)	-
Unassigned:					
General fund	228,428	-	228,428	(228,428)	-
Total fund balances	<u>623,831</u>	<u>1,000,000</u>	<u>1,623,831</u>	<u>(1,623,831)</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 1,750,660</u>	<u>\$ 1,000,000</u>	<u>\$ 2,750,660</u>		
Net position					
Net investment in capital assets				587,487	587,487
Restricted for capital acquisitions				1,000,000	1,000,000
Unrestricted				623,831	623,831
Total net position				<u>2,211,318</u>	<u>2,211,318</u>
Total liabilities and net position				<u>\$ (412,513)</u>	<u>\$ 2,338,147</u>

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

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Statement of Net Position and Governmental Funds Balance Sheet
December 31, 2015

	General Fund	Capital Fund	Total	Adjustments (Note 2)	Statement of Net Position
Assets					
Cash	\$ 1,358,860	\$ -	\$ 1,358,860	\$ -	\$ 1,358,860
Short term investments	315,481	-	315,481	-	315,481
Prepaid insurance	30,553	-	30,553	-	30,553
Interfund receivable	-	882,846	882,846	(882,846)	-
Capital assets, net	-	-	-	630,690	630,690
Total assets	<u>\$ 1,704,894</u>	<u>\$ 882,846</u>	<u>\$ 2,587,740</u>	<u>\$ (252,156)</u>	<u>\$ 2,335,584</u>
Liabilities					
Current liabilities					
Accounts payable	\$ 101,377	\$ 32,846	\$ 134,223	\$ -	\$ 134,223
Reserve for unemployment	3,927	-	3,927	-	3,927
Reserve for LOSAP	30,454	-	30,454	-	30,454
Interfund payable	882,846	-	882,846	(882,846)	-
Total current liabilities	<u>1,018,604</u>	<u>32,846</u>	<u>1,051,450</u>	<u>(882,846)</u>	<u>168,604</u>
Fund Balances and Net Position					
Fund balances:					
Committed:					
Capital improvements	-	850,000	850,000	(850,000)	-
Assigned:					
Designated for subsequent years' expenditures	213,798	-	213,798	(213,798)	-
Appropriation reserves	190,866	-	190,866	(190,866)	-
Unassigned:					
General fund	<u>281,626</u>	<u>-</u>	<u>281,626</u>	<u>(281,626)</u>	<u>-</u>
Total fund balances	<u>686,290</u>	<u>850,000</u>	<u>1,536,290</u>	<u>(1,536,290)</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 1,704,894</u>	<u>\$ 882,846</u>	<u>\$ 2,587,740</u>		
Net position					
Net investment in capital assets				630,690	630,690
Restricted for capital acquisitions				850,000	850,000
Unrestricted				<u>686,290</u>	<u>686,290</u>
Total net position				<u>2,166,980</u>	<u>2,166,980</u>
Total liabilities and net position				<u>\$ (252,156)</u>	<u>\$ 2,335,584</u>

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

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Statement of Revenues, Expenses and Changes in Governmental
Fund Balances and Net Position
Year Ended December 31, 2016

	General Fund	Capital Fund	Total	Adjustments (Note 3)	Statement of Activities
Expenditures					
Operating appropriations	\$ 887,792	\$ -	\$ 887,792	\$ 43,203	\$ 930,995
Reserve for future capital outlays	<u>150,000</u>	<u>-</u>	<u>150,000</u>	<u>(150,000)</u>	<u>-</u>
Total expenditures	1,037,792	-	1,037,792	(106,797)	930,995
General revenues					
District taxes	973,563	-	973,563	-	973,563
Interest on deposits and investments	<u>1,770</u>	<u>-</u>	<u>1,770</u>	<u>-</u>	<u>1,770</u>
Total general revenues	975,333	-	975,333	-	975,333
Transfers					
Reserve for future capital outlays	<u>-</u>	<u>150,000</u>	<u>150,000</u>	<u>(150,000)</u>	<u>-</u>
Total general revenues and transfers	<u>975,333</u>	<u>150,000</u>	<u>1,125,333</u>	<u>(150,000)</u>	<u>975,333</u>
(Deficit) excess of revenues and transfers over expenditures	(62,459)	150,000	87,541	(87,541)	-
Changes in net position	-	-	-	44,338	44,338
Fund balances / net position					
Beginning of year	<u>686,290</u>	<u>850,000</u>	<u>1,536,290</u>	<u>630,690</u>	<u>2,166,980</u>
End of year	<u>\$ 623,831</u>	<u>\$ 1,000,000</u>	<u>\$ 1,623,831</u>	<u>\$ 587,487</u>	<u>\$ 2,211,318</u>

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

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Statement of Revenues, Expenses and Changes in Governmental
Fund Balances and Net Position
Year Ended December 31, 2015

	General Fund	Capital Fund	Total	Adjustments (Note 3)	Statement of Activities
Expenditures					
Operating appropriations	\$ 825,774	\$ -	\$ 825,774	\$ 26,992	\$ 852,766
Reserve for future capital outlays	<u>150,000</u>	<u>-</u>	<u>150,000</u>	<u>(150,000)</u>	<u>-</u>
Total expenditures	975,774	-	975,774	(123,008)	852,766
General revenues					
District taxes	973,227	-	973,227	-	973,227
Interest on deposits and investments	1,498	-	1,498	-	1,498
Supplemental fire services grant	<u>4,339</u>	<u>-</u>	<u>4,339</u>	<u>-</u>	<u>4,339</u>
Total general revenues	979,064	-	979,064	-	979,064
Transfers					
Reserve for future capital outlays	<u>-</u>	<u>150,000</u>	<u>150,000</u>	<u>(150,000)</u>	<u>-</u>
Total general revenues and transfers	<u>979,064</u>	<u>150,000</u>	<u>1,129,064</u>	<u>(150,000)</u>	<u>979,064</u>
Excess of revenues and transfers over expenditures	3,290	150,000	153,290	(153,290)	-
Changes in net position	-	-	-	126,298	126,298
Fund balances / net position					
Beginning of year	<u>683,000</u>	<u>700,000</u>	<u>1,383,000</u>	<u>657,682</u>	<u>2,040,682</u>
End of year	<u>\$ 686,290</u>	<u>\$ 850,000</u>	<u>\$ 1,536,290</u>	<u>\$ 630,690</u>	<u>\$ 2,166,980</u>

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

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Notes to Financial Statements
December 31, 2016 and 2015

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

General Statement

The accounting policies of the Marlboro Township Fire District No. 1 (the District) conform to the accounting principles generally accepted in the United States of America and the standards applicable to special districts which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. For the years ended December 31, 2016 and 2015 the financial statements of the Marlboro Township Fire District No. 1 have been prepared in conformity with generally accepted accounting principles 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.

Reporting Entity

The district is an instrumentality of the State of New Jersey, established to function as a special district. The Board of Fire Commissioners consists of elected officials and is responsible for the fiscal control of the District.

The primary criterion for including activities within the District's reporting entity, as set forth in Section 2100 of the GASB Codification of Governmental Accounting and Financial Reporting Standards, is the degree of oversight responsibility maintained by the 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 and account groups of the District over which the board exercises operating control. There were no additional entities required to be included in the reporting entity under the criteria as described above, in 2016 and 2015 years. Furthermore, the District is not includable in any other reporting entity on the basis of such criteria.

Basis of Presentation

Combined Fund and Government-wide Financial Statements

As a special purpose governmental entity engaged in a single governmental program the District has opted to present its financial data in the form of combined fund and government-wide financial statements to simplify their annual financial reporting process.

The accounts of the district are maintained in accordance with the principles of fund accounting to ensure observance of limitations and restrictions on the resources available. The principles of fund accounting require that resources be classified for accounting and reporting purposes into funds or account groups in accordance with activities or objectives specified for the resources. Each fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources. Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types". The District does not maintain any proprietary or fiduciary funds.

Governmental Fund Types

General Fund: The general fund is the general operating fund of the District and is used to account for all expendable financial resources except those required to be accounted for in another fund.

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
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December 31, 2016 and 2015

Capital Fund: The capital fund is used to account for all financial resources to be used for the acquisition or construction of major capital facilities and firefighting equipment. The financial resources are from reservation of fund balance that are specifically authorized by the voters as a separate question on the ballot either during the annual election or at special election.

In conformity with GASB 34, the District's combined fund and government-wide financial statements present adjustments to reconcile the general and capital fund balances to net position.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. Significant estimates include the useful lives of capital assets and depreciation expense.

Basis of Accounting

Fund Basis of Accounting

The modified accrual basis of accounting is used for measuring financial position and operating results of all governmental fund types, expendable trust funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized in the accounting period in which the fund liability is incurred, except for principal and interest on general long-term debt which are recorded when due.

Ad Valorem (Property) Taxes are susceptible to accrual as under New Jersey State Statute a municipality is required to remit to its fire districts the entire balance of taxes in the amount voted upon or certified prior to the end of the year. The District records the entire approved tax levy as revenue (accrued) at the start of the fiscal year, since the revenue is both measurable and available. The District is entitled to receive moneys under the established payment schedule and the unpaid amount is considered to be an "accounts receivable".

Government-wide Basis of Accounting

The government-wide statements are presented using the accrual basis of accounting. Under the full accrual basis, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Budgets/Budgetary Control

Annual budgets are prepared each year for the operations of the fire districts. The budgets are approved by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. The budgets are then voted upon by the public. Budgetary transfers may be made during the last two months of the year.

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

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
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December 31, 2016 and 2015

basis of accounting and the fund basis of accounting previously described. Encumbrance accounting is also employed as an extension of formal budgetary integration in the governmental fund types. Unencumbered appropriations lapse at year end.

Encumbrances

Under encumbrance accounting, purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve a portion of the applicable appropriation. Specific encumbrances in governmental funds are reported as liabilities at year end as they constitute expenditures or rather commitments related to unperformed contracts for goods or services.

The encumbered appropriation authority carries over into the following year. The balance of unencumbered appropriations is recorded as a reserve to fund balance for unrecorded expenditures and commitments that pertain to the prior year. At the end of the following year, an entry will be made to fund balance for expended appropriations of the prior year.

Fixed Assets

In the fund financial statements, fixed assets used in governmental operations are accounted for as expenditures of the government fund upon acquisition.

In the government-wide basis of accounting, fixed assets are accounted for as capital assets. The District generally capitalizes assets with a cost of \$1,000 or more as outlays occur. All fixed assets are valued at historical cost or estimated historical cost if actual is unavailable.

The cost of normal maintenance and repairs that do not add the value to the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during construction is not capitalized.

Depreciation of all fixed assets is recorded as an operating expense in the Statements of Revenues, Expenses and Changes in Governmental Fund Balances and Net Position with accumulated depreciation reflected in the Statement of Net Position and Governmental Funds Balance Sheet.

Depreciation is provided over the assets' estimated useful lives using the straight line method of depreciation, generally 5 years for firefighting equipment and general purpose vehicles and 12 years for firefighting vehicles.

Impairment of Capital Assets

In accordance with the provisions of the pronouncement related to accounting and financial reporting for impairment of capital assets, the District assesses capital assets for impairment whenever events or changes in circumstances indicate that the service utility of the capital asset have both significantly and unexpectedly declined. For the years ended December 31, 2016 and 2015 management has determined that there was no impairment of capital assets.

Interfund Transactions and Balances

Transfers are used to move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them. Transfers between the general and capital fund of the District net to zero on the Statements of Revenues, Expenses, and Changes in Governmental Fund Balances and Net Position.

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Those loans are reported as interfund receivables and payables on the fund basis of accounting. Interfund payables and receivables between funds are eliminated in the Statement of Net Position and Governmental Funds Balance Sheet.

Net Position

Fund Basis

Fund balance is reported in classifications depicting the relative strength of the constraint that controls how specific amounts can be spent. Classifications are as follow:

- **Nonspendable** – includes amounts that are not in a spendable form or not expected to be converted to cash (inventory, for example) or are legally and contractually required to be maintained intact (principal of an endowment fund, for example).
- **Restricted** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers such as grantors, contributors, creditors, or law or regulations of other governments or through enabling legislation that creates a new revenue source and restricts its use. Restrictions may be changed or lifted with the consent of resource providers.
- **Committed** – includes amounts that can be used only for the specific purposes determined by a formal action of the District's highest level of decision-making authority, the Board of Commissioners. The constraint can only be removed or changed by taking the same type of action the District employed to commit those amounts. Such formal action consists of an affirmative vote by the Board of Commissioners.
- **Assigned** – comprises amounts intended to be used by the District for specific purposes, but are neither restricted nor committed. Intent is expressed by the District Board of Commissioners.
- **Unassigned** – this is the residual amount for the General Fund, and represents fund balance that have not been restricted, committed, or assigned. 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, it may be necessary to report a negative unassigned fund balance.

Government-wide Basis

Net position is displayed in three components:

- **Net investment in capital assets** – Consists of capital assets, net of accumulated depreciation.
- **Restricted for capital acquisitions** – Current balance consists of net position restricted to the acquisition of a fire truck and equipment
- **Unrestricted net position** – All net position that do not meet the definition of "restricted" or "net investment in capital assets".

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Advertising

The District expenses advertising costs as they are incurred. Advertising expense for the years ended December 31, 2016 and 2015 approximated \$600 and \$400, respectively.

2. ADJUSTMENTS TO ARRIVE AT NET POSITION

Interfund Receivables and Payables

For the years ended December 31, 2016 and 2015 interfund receivables and payables in the amount of \$1,000,000 and \$882,846, respectively have been eliminated in arriving at the government-wide presentation.

Capital Assets - Net and Net Investment in Capital Assets

For the years ended December 31, 2016 and 2015 capital assets, net in the amount of \$587,487 and \$630,690 respectively, and net investment in capital assets in the amount of \$587,487 and \$630,690, respectively, have been included in the government-wide presentation.

Fund Balances, Unrestricted Net Position, and Net Position Restricted for Capital Acquisitions

For the years ended December 31, 2016 and 2015, fund balances in the amount of \$1,623,831 and \$1,536,290, respectively have been eliminated. Unrestricted net position in the amount of \$623,831 and \$686,290, respectively and net position restricted for capital acquisitions in the amount of \$1,000,000 and \$850,000, respectively, have been included in the government-wide presentation.

3. ADJUSTMENTS TO ARRIVE AT THE CHANGES IN NET POSITION

Operating Appropriations

For the year ended December 31, 2016, depreciation expense in the amount of \$135,507 has been included in the government-wide presentation. Additionally, to account for fixed asset purchases expensed under the fund basis of accounting, equipment and supplies expense has been decreased by \$92,304. The effect on operating appropriations is an increase of \$43,203.

For the year ended December 31, 2015, depreciation expense in the amount of \$111,541 has been included in the government-wide presentation. Additionally, to account for fixed asset purchases expensed under the fund basis of accounting, equipment and supplies expense has been decreased by \$75,511, training and education expense has been decreased by \$3,040, and maintenance and repairs expense has been decreased by \$5,998. The effect on operating appropriations is an increase of \$26,992.

Reserve for Future Capital Outlays and Related Transfers

For the years ended December 31, 2016 and 2015 reserve for future capital outlays and related transfers has been decreased by \$150,000 in each year. The decrease is to eliminate the general fund expenditure and capital fund revenue related to the creation of future improvement authorizations.

4. DEPOSITS, INVESTMENTS, AND FAIR VALUE MEASUREMENTS

New Jersey statutes permit the deposit of public funds in institutions located in New Jersey which are insured by the Federal Deposit Insurance Corporation ("FDIC"), or by any other agency of the United States that insures deposits or the State of New Jersey Cash Management Fund. New Jersey statutes

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Monmouth County, New Jersey
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December 31, 2016 and 2015

require public depositories to maintain collateral for deposit of public funds that exceed insurance limits as follows:

The market value of the collateral must equal 5 percent of the average daily balance of public funds; or, if the public funds deposited exceed 75 percent of the capital funds of the depository, the depository must provide collateral having a market value equal to 100 percent of the amount exceeding 75 percent.

All collateral must be deposited with the Federal Reserve Bank, the Federal Home Loan Bank Board or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000. The State of New Jersey Cash Management fund is authorized by statute and regulations of the State Investment Council to invest in fixed income and debt securities which mature within one year. Collateralization of fund investments is generally not required.

The cash on deposit is partially insured by federal deposit insurance in the amount of \$250,000 in each depository. Balances above the federal deposit insurance amount are insured by the Government Unit Deposit Protection Act (GUDPA), N.J.S.A. 17:9-41, et seq., which insures all New Jersey governmental units' deposits in excess of the federal deposit insurance maximums. Cash determined by the Board of Commissioners, consists of all bank accounts and petty cash.

As of December 31, 2016 and 2015 the District's cash accounts consisted of:

	2016	2015
The Fulton Bank of New Jersey	\$ 1,397,648	\$ 1,354,882
Bank of America	3,928	3,928
Petty cash	<u>50</u>	<u>50</u>
Total Cash	<u>\$ 1,401,626</u>	<u>\$ 1,358,860</u>

The carrying amount of the Board's cash and cash equivalents at December 31, 2016 was \$1,401,626 and the bank balance was \$1,402,867. Of the balance, \$253,928 was covered by federal depository insurance and \$1,148,939 was covered by the Government Unit Deposit Protection Act (GUDPA), N.J.S.A. 17:9-41, et seq., for all New Jersey governmental units' deposits in excess of the federal deposit maximums.

The cash deposits held at financial institutions can be categorized according to three levels of risk as described below:

Category 1	Deposits which are covered by FDIC, or collateralized by securities held by the District or its agent, in the District's name	\$ 253,928
Category 2	Deposits which are collateralized with securities held by the pledging financial institution's trust department, or Agent in the District's name	1,148,939
Category 3	Deposits which are not collateralized or insured	50

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Investments

New Jersey statutes establish the following securities as eligible for the investment of District funds:

- (a) Bonds or other obligations of the United States or obligations guaranteed by the United States.
- (b) Bonds of any Federal Intermediate Credit Bank, Federal Home Loan Bank, Federal National Mortgage Associates or of any United States Bank for Cooperatives which have a maturity date not greater than twelve months from the date of purchase.
- (c) Bonds or other obligations of the District or bonds or other obligations of school districts of which the district is a part or within which the school district is located.
- (d) Bonds or other obligations, having a maturity date of not more than twelve months from the date of purchase, which are approved by the New Jersey Department of Treasury, Division of Investments.
- (e) Qualified mutual funds with portfolios limited to (i) bonds or other obligations of, or guaranteed by, the United States of America; and (ii) repurchase agreements fully collateralized by such obligations. These investments must be transacted only through national or state banks located within New Jersey.

During the year, the District had none of its idle funds invested in repurchase agreements collateralized by eligible securities. At the close of the year, no such investments were held by the District.

As of December 31, 2016 and 2015 the District's investments consisted of:

	2016	2015
Certificates of Deposit:		
Bank of America	\$ 168,837	\$ 168,760
Hudson City Savings Bank	<u>147,236</u>	<u>146,721</u>
Total Investments	<u>\$ 316,073</u>	<u>\$ 315,481</u>

The certificates of deposits have terms ranging from 7 months to 12 months, with interest rate ranging from 0.04% to 0.35% and mature in 2017. These CD's are covered by the FDIC.

Marlboro Township Fire District No. 1
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Fair Value Measurements

Pursuant to the requirements of the accounting standard related to fair value measurements, the District has provided fair value disclosure information for relevant assets and liabilities in these financial statements. The following table summarizes assets which have been accounted for at fair value on a recurring basis as of December 31, 2016 and 2015, along with the basis for the determination of fair value:

	<u>Basis for Valuation</u> Observable Measurement Criteria (Level 2)
Certificates of Deposit - 2016	\$ <u>316,073</u>
Certificates of Deposit - 2015	\$ <u>315,481</u>

For applicable assets and liabilities subject to this pronouncement, the District will value such assets and liabilities using quoted market prices in active markets for identical assets and liabilities to the extent possible (Level 1). To the extent that such market prices are not available, the District will next attempt to value such assets and liabilities in active and inactive markets and other corroborated factors (Level 2). In the event that quoted market prices in active markets and other observable measurement criteria are not available, the District will develop measurement criteria based on the best information available (Level 3).

5. ASSESSMENT AND COLLECTION OF MONEY AUTHORIZED BY VOTERS

Upon proper certification pursuant to Section 9 of P.L. 1979 c. 453 (C.40[A]:14-79), the assessor of the municipality, in which the fire district is situate, shall assess the amount to be raised by taxation to support the district budget against the taxable property therein, in the same manner as municipal taxes are assessed and the same amount shall be assessed, levied and collected at the same time and in the same manner as other municipal taxes.

The collector or treasurer of the municipality, in which said district is situate, shall pay over all moneys so assessed to the treasurer or custodian of funds of said fire district as follows; on or before April 1, an amount equaling 21.25% of all moneys so assessed; on or before July 1, an amount equaling 22.5% of all moneys so assessed; on or before October 1, an amount equaling 25% of all moneys so 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 such moneys previously paid over, to be held and expended for the purpose of providing and maintaining means for extinguishing fires in such district.

Notwithstanding anything herein to the contrary, the municipal governing body may authorize, in the cash management plan adopted by it pursuant to N.J.S. 40A:5-14, a schedule of payments of fire districts moneys by which an amount greater than required on any of the first three payment dates cited herein may be paid over. The municipal governing body and board of fire commissioners may, by concurrent resolution, adopt a schedule of payments of fire district moneys by which an amount less than required in any of the first three payment dates, cited herein may be paid over. Such resolution shall be included in the cash management plan adopted by the municipal governing body pursuant to N.J.S. 40A:5-14.

The commissioners may also pay back, or cause to be paid back to such municipality, any funds or any part thereof paid to the treasurer or custodian of funds of such fire district by the collector or treasurer of

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the municipality, representing taxes levied for fire district purposes but not actually collected in cash by said collector or treasurer.

6. FUNDING

The activities of the Marlboro Township Fire District No. 1 are primarily funded by the striking of a fire tax on the property owners of the Fire District, as provided for by state statute. For the years ended December 31, 2016 and 2015, the fire tax rate on Fire District No. 1 was \$.033 per \$100 of assessed valuation.

The tax revenue is supplemented by income earned on surplus funds invested in certificates of deposit and savings during the year.

The District also participates in the Supplemental Fire Services Program. The District received \$4,339 in 2015 and did not receive any in 2016.

7. LENGTH OF SERVICE AWARD PROGRAM (LOSAP)

The District maintains a LOSAP in accordance with Internal Revenue Code Section 457 which has been approved by the Director of the Division of Local Government Services. The Program permits the District to provide tax-deferred income benefits to active volunteer members of an emergency service organization. The deferred compensation is not available to participants until termination, retirement, death or unforeseeable emergency.

All amounts of compensation deferred under the Program and all income attributed to those amounts are the exclusive property of the Fire District, subject to the claims of its general creditors. Participants' rights under the Program are equal to those of a general creditor of the Fire District in an amount equal to the fair market value of the deferred account for each participant. It is unlikely that the Fire District would use Program assets to satisfy claims of the general creditors in the future.

The District has Glatfelter Specialty Benefits, its agent, to administer its LOSAP program. Contributions by the district to this program have been made each year since its inception. The contributions for 2016 and 2015 were \$183,615 and \$209,413 respectively. Since this plan is administered by an outside insurance company, it was not made part of this audit. Details of this program can be obtained from Marlboro Township Fire District No. 1 upon request.

8. RENTAL CHARGES

The District contracts with the volunteer fire company to lease the premises on a yearly basis. The volunteer fire company owns the premises. For the years ended December 31, 2016 and 2015, the total rental charges amounted to \$78,470 and \$77,040, respectively.

9. RISK MANAGEMENT

The District is exposed to various risks of loss related to limited torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

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10. CAPITAL ASSETS

The following schedules are a summarization of the capital assets by source for the years ended December 31, 2016 and 2015:

Description	December 31, 2015	Additions	Deletions / Transfers	December 31, 2016
Capital assets not being depreciated:				
Construction in progress	\$ 96,109	\$ -	\$ (96,109)	\$ -
Total	96,109	-	(96,109)	-
Capital assets being depreciated:				
Equipment	701,298	37,139	96,109	834,546
Trucks and vehicles	2,184,071	55,165	-	2,239,236
Total	2,885,369	92,304	96,109	3,073,782
Less accumulated depreciation:				
Equipment	631,523	47,936	-	679,459
Trucks and vehicles	1,719,265	87,571	-	1,806,836
Total	2,350,788	135,507	-	2,486,295
Total capital assets being depreciated, net	534,581	(43,203)	96,109	587,487
Net capital assets	\$ 630,690	\$ (43,203)	\$ -	\$ 587,487
Description	December 31, 2014	Additions	Deletions / Transfers	December 31, 2015
Capital assets not being depreciated:				
Construction in progress	\$ 22,441	\$ 96,109	\$ (22,441)	\$ 96,109
Total	22,441	96,109	(22,441)	96,109
Capital assets being depreciated:				
Equipment	657,571	21,286	22,441	701,298
Trucks and vehicles	2,184,071	-	-	2,184,071
Total	2,841,642	21,286	22,441	2,885,369
Less accumulated depreciation:				
Equipment	605,577	25,946	-	631,523
Trucks and vehicles	1,633,670	85,595	-	1,719,265
Total	2,239,247	111,541	-	2,350,788
Total capital assets being depreciated, net	602,395	(90,255)	22,441	534,581
Net capital assets	\$ 624,836	\$ 5,854	\$ -	\$ 630,690

Depreciation expense for the years ended December 31, 2016 and 2015 amounted to \$135,507 and \$111,541, respectively.

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December 31, 2016 and 2015

11. SUBSEQUENT EVENTS

The Company has evaluated subsequent events occurring after December 31, 2016 through the date of July 7, 2017, which is the date the financial statements were available to be issued. Based on this evaluation, the District has determined that no subsequent events have occurred, which require disclosure in the financial statements.

**MARLBORO TOWNSHIP FIRE DISTRICT NO. 1
MONMOUTH COUNTY, NEW JERSEY**

SUPPLEMENTARY INFORMATION

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual – All Governmental Fund Types
Year Ended December 31, 2016

	Governmental Fund Type		Total Actual Amounts			Budgeted Amounts		Budgetary Variance
	General Fund	Capital Fund	Budgetary Basis	Adjustments Note B	GAAP Basis	Original	Final	
Revenues:								
District taxes	\$ 973,563	\$ -	\$ 973,563	\$ -	\$ 973,563	\$ 973,563	\$ 973,563	\$ -
Supplemental fire services grant	-	-	-	-	-	4,339	4,339	(4,339)
Interest on deposits and investments	1,770	-	1,770	-	1,770	-	-	1,770
Fund balance utilized - unrestricted	-	-	-	-	-	213,798	213,798	(213,798)
Total revenues	975,333	-	975,333	-	975,333	1,191,700	1,191,700	(216,367)
Transfers:								
Reserve for future capital outlays	-	150,000	150,000	(150,000)	-	-	-	150,000
Total general revenues and transfers	975,333	150,000	1,125,333	(150,000)	975,333	1,191,700	1,191,700	(66,367)
Expenditures:								
Operating appropriations:								
Administration:								
Salary and wages:								
Commissioners	32,652	-	32,652	-	32,652	32,500	32,500	(152)
Clerk of the board	8,225	-	8,225	-	8,225	10,000	10,000	1,775
Total salary and wages	40,877	-	40,877	-	40,877	42,500	42,500	1,623
Other expenses:								
Elections	1,440	-	1,440	-	1,440	2,000	2,000	560
Office expense	4,130	-	4,130	-	4,130	5,000	11,000	6,870
Professional services	57,189	-	57,189	-	57,189	60,000	60,000	2,811
Total other expenses	62,759	-	62,759	-	62,759	67,000	73,000	10,241
Total administration	103,636	-	103,636	-	103,636	109,500	115,500	11,864
Costs of operations and maintenance:								
Fringe benefits	-	-	-	-	-	5,000	5,000	5,000
LOSAP	225,000	-	225,000	-	225,000	225,000	225,000	-

(continued on the following page)

See Independent Auditors' Report.
The accompanying Notes to Supplementary Information are an integral part of this schedule.

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual – All Governmental Fund Types
Year Ended December 31, 2016

	Governmental Fund Type		Total Actual Amounts			Budgeted Amounts		Budgetary Variance
	General Fund	Capital Fund	Budgetary Basis	Adjustments Note B	GAAP Basis	Original	Final	
Other expenses:								
Advertising	576	-	576	-	576	3,000	3,000	2,424
Insurance	54,699	-	54,699	-	54,699	93,000	93,000	38,301
Maintenance and repair	64,535	-	64,535	-	64,535	92,000	85,000	20,465
Membership dues	355	-	355	-	355	1,300	1,300	945
Training and education	328	-	328	-	328	8,000	3,000	2,672
Professional services/medical	4,740	-	4,740	-	4,740	16,000	13,800	9,060
Rental charges	78,470	-	78,470	-	78,470	79,900	79,900	1,430
Rental charges - Utilities	4,325	-	4,325	-	4,325	6,000	6,000	1,675
Travel expenses	2,908	-	2,908	-	2,908	6,000	5,000	2,092
Reimbursement of expenses	6,604	-	6,604	-	6,604	25,000	25,000	18,396
Fire hydrant rentals	238,698	-	238,698	-	238,698	275,000	275,000	36,302
Uniforms	7,749	-	7,749	-	7,749	10,000	9,000	1,251
New equipment and supplies	95,169	-	95,169	(92,304) (1)	2,865	85,000	95,200	31
Public education and recruitment	-	-	-	-	-	2,000	2,000	2,000
Depreciation expense	-	-	-	135,507 (1)	135,507	-	-	-
Total other expenses	<u>559,156</u>	<u>-</u>	<u>559,156</u>	<u>43,203</u>	<u>602,359</u>	<u>702,200</u>	<u>696,200</u>	<u>137,044</u>
Total operating appropriations	<u>887,792</u>	<u>-</u>	<u>887,792</u>	<u>43,203</u>	<u>930,995</u>	<u>1,041,700</u>	<u>1,041,700</u>	<u>153,908</u>
Capital appropriations:								
Reserve for future capital outlays	<u>150,000</u>	<u>-</u>	<u>150,000</u>	<u>(150,000)</u>	<u>-</u>	<u>150,000</u>	<u>150,000</u>	<u>-</u>
Total capital appropriations	<u>150,000</u>	<u>-</u>	<u>150,000</u>	<u>(150,000)</u>	<u>-</u>	<u>150,000</u>	<u>150,000</u>	<u>-</u>
Total expenditures	<u>1,037,792</u>	<u>-</u>	<u>1,037,792</u>	<u>(106,797)</u>	<u>930,995</u>	<u>1,191,700</u>	<u>1,191,700</u>	<u>153,908</u>
(Deficit) excess of revenues and transfers over expenditures	(62,459)	150,000	87,541	(87,541)	-	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 87,541</u>
Changes in net position	-	-	-	44,338	44,338			
Fund balances, beginning of the year	<u>686,290</u>	<u>850,000</u>	<u>1,536,290</u>	<u>630,690</u> (2)	<u>2,166,980</u>			
Fund balances, end of the year	<u>\$ 623,831</u>	<u>\$ 1,000,000</u>	<u>\$ 1,623,831</u>	<u>\$ 587,487</u>	<u>\$ 2,211,318</u>			

See Independent Auditors' Report.

The accompanying Notes to Supplementary Information are an integral part of this schedule.

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Notes to Supplementary Information
Year Ended December 31, 2016

A. Budgetary Basis of Accounting

There are no substantial differences between the District's budgetary basis of accounting and the fund basis of accounting described below.

The modified accrual basis of accounting is used for measuring financial position and operating results of all governmental fund types, expendable trust funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized in the accounting period in which the fund liability is incurred, except for principal and interest on general long-term debt which are recorded when due.

Ad Valorem (Property) Taxes are susceptible to accrual as under New Jersey State Statute a municipality is required to remit to its fire districts the entire balance of taxes in the amount voted upon or certified prior to the end of the year. The District records the entire approved tax levy as revenue (accrued) at the start of the fiscal year, since the revenue is both measurable and available. The District is entitled to receive moneys under the established payment schedule and the unpaid amount is considered to be an "accounts receivable".

B. Budgetary-to-GAAP Reconciliation

An explanation of the differences between budgetary inflows and outflows and revenues and expenditures determined in accordance with generally accepted accounting principles follows:

	<u>Change in Fund Balance</u>
(1) Encumbrances for equipment and vehicle purchases are reported as expenses in the year the orders are placed for budgetary purposes. For GAAP purposes, the equipment and vehicle purchases are capitalized in the year received.	\$ 92,304
Depreciation expense is not recorded on the budgetary basis of accounting. For GAAP purposes, capitalized assets are depreciated on a straight line basis over their respective useful lives.	<u>(135,507)</u>
Decrease in fund balance - budget to GAAP	(43,203)
(2) The amount reported as "fund balance" on the budgetary basis of accounting derives from the basis of accounting used in preparing the District's budget. (See Note A for a description of the District's budgetary accounting method.) This amount differs from the fund balance reported in the statement of revenues, expenditures, and changes in fund balances because of the cumulative effect of transactions such as those described above.	<u>630,690</u>
	<u><u>\$ 587,487</u></u>

See Independent Auditors' Report.

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Notes to Supplementary Information
Year Ended December 31, 2016

C. Budget Cancellation

Regulations allow the District to cancel unexpended appropriations before year end by resolution. During the year ended December 31, 2016, the District canceled \$-0- of appropriations resulting in a reservation of fund balance as follows:

Adopted budget	\$ 1,191,700
Expenditures	<u>1,037,792</u>
Favorable variance	153,908
Cancelled	<u>-</u>
Fund balance reserve	<u><u>\$ 153,908</u></u>

See Independent Auditors' Report.

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Schedule of Improvement Authorizations – Capital Fund
Year Ended December 31, 2015

Purpose	Authorized Appropriation		Balance	2015 Authorization	2015	Balance
	Date	Amount	December 31, 2014		Expenditures	December 31, 2015
Replacement Fire Truck	2/21/04 & 9/20/08	\$ 975,000	\$ 32,846	\$ -	\$ 32,846	\$ -
Total		<u>\$ 975,000</u>	<u>\$ 32,846</u>	<u>\$ -</u>	<u>\$ 32,846</u>	<u>\$ -</u>

See Independent Auditors' Report.

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Statistical Information
Years Ended December 31, 2016 and 2015

Property Tax Levies

The following is a tabulation of district assessed valuations, tax levies and property tax rates per \$100 of assessed valuations for the current and preceding nine years:

Fiscal Year	Assessed Valuations	Total Tax Levy	Property Tax Rates
2016	\$ 2,967,019,600	\$ 973,563	\$ 0.033
2015	2,944,190,500	973,227	0.033
2014	2,780,646,874	971,111	0.035
2013	2,788,234,500	918,960	0.033
2012	2,866,138,468	921,007	0.033
2011	2,866,163,328	888,862	0.032
2010	2,874,731,915	868,492	0.031
2009	1,350,479,218	883,166	0.066
2008	1,343,020,504	863,941	0.065
2007	1,340,775,120	707,266	0.053

General Fund – Fund Balance before Current Year Appropriation Reserves

Fiscal Year Ended	End of Fiscal Year	Utilization in Subsequent Budget
December 31, 2016	\$ 469,923	\$ 241,495
December 31, 2015	495,424	213,798
December 31, 2014	509,801	189,074
December 31, 2013	415,437	161,790
December 31, 2012	397,855	171,590
December 31, 2011	319,719	150,255
December 31, 2010	248,955	133,888
December 31, 2009	244,380	121,374
December 31, 2008	291,318	135,000
December 31, 2007	281,223	130,000

Capital Fund – Fund Balance

Fiscal Year Ended	End of Fiscal Year	Utilization in Subsequent Budget
December 31, 2016	\$ 1,000,000	\$ 700,000
December 31, 2015	850,000	-
December 31, 2014	700,000	-
December 31, 2013	550,000	-
December 31, 2012	425,000	-
December 31, 2011	300,000	-
December 31, 2010	200,000	-
December 31, 2009	100,000	-
December 31, 2007	250,000	-
December 31, 2006	150,000	-

[See Independent Auditors' Report.](#)

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Roster of Officials
Years Ended December 31, 2016 and 2015

Board of Commissioners	Position	Term Expires	Amount of Surety Bond*
Michael MacDonald	Chairman	2020	\$ 200,000*
Douglas Tilton	Vice Chairman	2018	200,000*
Charles VanCuren	Treasurer	2020	200,000*
Christopher Cherbini	Secretary	2019	200,000*
Paul Elkin	Assistant Treasurer	2018	200,000*

Other Officials

Charles Brodsky Board Attorney

* Blanket Bond Coverage

Surety Company

American Alternative Insurance Corporation

See Independent Auditors' Report.

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Comments and Recommendations
Years Ended December 31, 2016 and 2015

Scope of Examination and Conditions of Records

Our examination covered the funds of the Board of Fire Commissioners, Fire District No. 1, Township of Marlboro handled by the Treasurer and Board Clerk.

The Financial records were maintained in good condition.

Minutes of Board meetings were properly maintained by the Board Clerk.

Cash in Banks

The balances in banks at December 31, 2016 were properly reconciled with statements issued by the depositories.

Our examination revealed that the Fire District maintains its investments in certificates of deposit.

Examination of Claims

Claims paid during the period under review were examined on a test basis to determine that they are submitted on Board vouchers, itemized, signed by the officials as to approval for payment, allocated to the proper accounts and charged to the proper fiscal period, and in agreement with the bill list set forth in the approved minutes of the Board.

The District's five (5) Commissioners receive a fee for meeting attendance during the year.

Contracts and Agreements Required to be Advertised

For N.J.S. 40A:11-4

N.J.S. 40A:11-4 states, "Every contract or agreement, for the performance of any work or the furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only after public act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding the bid threshold of \$17,500 except by contract or agreement". Furthermore, contracting units now have a quotation threshold of \$2,625.

The members of the Township of Marlboro Fire District No. 1 have the responsibility of determining whether any contract or agreement might result in violation of the statute and, when necessary, the Board Attorney's opinion should be sought before a commitment is made.

The results of our examination indicated that no individual payments, contracts or agreements were made "for the performance of any work or the furnishing or hiring of any materials or supplies", in excess of the statutory thresholds where there had been advertising for bids in accordance with provisions of N.J.S.A. 40A:11-21.

Miscellaneous

An exit conference was held in accordance with the Generally Accepted Governmental Auditing Standards in the United States of America.

[See Independent Auditors' Report.](#)

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Comments and Recommendations
Years Ended December 31, 2016 and 2015

Acknowledgment

During the course of the audit, we received the cooperation of the officials of the Fire District and we appreciate the courtesies extended to us.

Recommendations

None

Prior Year Comments

None

The problems and weaknesses noted in our review were not of such magnitude that they would affect our ability to express an opinion on the financial statements taken as a whole.

Respectfully submitted,

A handwritten signature in blue ink that reads "William Smith + Brown, PC". The signature is written in a cursive, flowing style.

July 7, 2017

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Schedule of Findings and Recommendations
Years Ended December 31, 2016 and 2015

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 Regulations, Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Material Weaknesses

None

Marlboro Township Fire District No. 1
Monmouth County, New Jersey
Schedule of Prior Year Findings and Recommendations
Years Ended December 31, 2016 and 2015

Schedule of Financial Statement Findings

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*.

Material Weaknesses

None

See Independent Auditors' Report.