

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Financial Statements and Supplementary Information

For the Year Ended December 31, 2015



# HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Financial Statements and Supplementary Information  
Year Ended December 31, 2015

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**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Roster of Officials

For the Year Ended December 31, 2015

**Board of Fire Commissioners**

Joseph Zalescik, Chairman

Patrick Gribbin, Vice-Chairman

David Brenner, Treasurer

Gilbert Lugossy, Secretary

James Gramigna, Commissioner

**Other Officials**

Szaferman, Lakind, Blumstein & Blader, P.C., Attorneys at Law

Genova Burns, Attorneys at Law

Sendzik & Sendzik, P.C., Attorneys at Law

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To the Board of Fire Commissioners  
Hamilton Township Fire District No. 3  
Hamilton, New Jersey

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and each major fund of Hamilton Township Fire District No. 3, in the County of Mercer, State of New Jersey, as of and for the year ended December 31, 2015, 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**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 audit standards prescribed by the Local Finance Board and by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Hamilton Township Fire District No. 3, in the County of Mercer, State of New Jersey, as of December 31, 2015, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Emphasis of Matter**

### **Adoption of New Accounting Pronouncement**

As discussed in Note 1 to the financial statements, during the year ended December 31, 2015, the District adopted Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions - an Amendment of GASB Statement No.27* and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*. Our opinion is not modified with respect to these matters.

### **Other Matters**

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of the District's proportionate share of the net pension liability – PFRS, schedule of District contributions –PFRS and notes to the required supplementary information, as listed on the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Hamilton Township Fire District No. 3 basic financial statements. The introductory section and other supplementary information are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The other supplementary information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion or provide any assurance on it.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 16, 2016, on our consideration of Hamilton Township Fire District No. 3's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on 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 Hamilton Township Fire District No. 3's internal control over financial reporting and compliance.

*DePietto & DePietto, LLC*

Holland, Pennsylvania  
September 16, 2016

REQUIRED SUPPLEMENTARY INFORMATION

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Management's Discussion and Analysis

For the Year Ended December 31, 2015

Unaudited

The discussion and analysis of the Hamilton Township Fire District No. 3's financial performance provides an overall review of the District's financial activities for the year ended December 31, 2015. The intent of the discussion and analysis is to look at the District's financial performance as a whole; readers should also review the basic financial statements and notes to enhance their understanding of the District's financial performance.

The Management's Discussion and Analysis (MD&A) is an element of Required Supplementary Information specified in the Governmental Accounting Standards Board's (GASB) Statement No. 34 – *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments* issued in June 1999.

### **Financial Highlights**

Key financial highlights for 2015 are as follows:

In total, net position decreased (\$6,315,774) from 2014. Due to the implementation of GASB 68, the previously stated net position was decreased by \$6,195,042 through a prior period adjustment.

General revenues accounted for \$3,859,934 or 100% of all revenues.

Per generally accepted accounting principles (GAAP) basis, the District had \$3,980,666 in expenses including \$78,167 of depreciation and \$263,249 in additional pension expense to be in compliance with GASB 68 for 2015. General revenues (primarily taxes) of \$3,859,934 were not adequate to provide for these programs, resulting in a change in net position of (\$120,732).

Per Non-GAAP budgetary basis, the District had \$4,558,426 in expenditures and capital outlay and \$3,912,601 of actual revenue and also utilized \$524,825 of the unrestricted fund balance and \$121,000 of the restricted fund balance which resulted in \$0 of revenues over expenditures. General revenues (primarily taxes) and utilization of the unrestricted and restricted fund balance of \$4,558,426 were adequate to provide for these programs.

### **Using this Report**

This annual report consists of a series of financial statements and notes to those financial statements. These statements are organized so the reader can understand Hamilton Township Fire District No. 3 as a financial whole, an entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

This annual report consists of the following three parts: management's discussion and analysis, the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the District:

## **District-Wide Financial Statements (Statement of Net Position and Statement of Activities)**

These statements provide both short-term and long-term information about the District's overall financial status.

### **Fund Financial Statements**

Fund financial statements focus on individual parts of the District, reporting the District's operations in more detail than the district-wide statements.

- The governmental funds statements tell how basic services were financed in the short term as well as what remains for future spending.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the financial statements with a comparison of the District's budget for the year.

### **Reporting the District as a Whole Statement of Net Position and the Statement of Activities**

The Statement of Net Position and Statement of Activities provide information about the activities of the whole District, presenting both an aggregate view of the District's finances and a longer-term view of those finances. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending.

While this document contains the large number of funds used by the District to provide programs and activities, the view of the District, as a whole looks at all financial transactions and asks the question, "How did we do financially during 2015?" The Statement of Net Position and the Statement of Activities answer this question. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting used by most private-sector businesses. This basis of accounting, takes into account, all of the current year's revenues and expenses regardless of when cash is received or paid.

These two statements report the District's net position and changes in those positions. This change in net position is important because it tells the reader that, for the District as a whole, the financial position of the District has improved or diminished. The causes of this change may be the result of many factors, some financial and some not. Non-financial factors include the District's property tax base, current laws in New Jersey restricting revenue growth, facility condition, required programs and other factors.

## **Reporting the District's Most Significant Funds Fund Financial Statements**

Fund financial reports provide detailed information about the District's funds. The District uses many funds to account for a multitude of financial transaction. The District's governmental funds are the General Fund and Capital Projects Fund.

### **Governmental Funds**

The District's activities are reported in governmental funds, which focus on how money flows in and out of those funds and the balances left at year-end available for spending in the future years. 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 governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps the reader determine whether there are more or fewer financial resources that can be spent in the near future to finance programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is reconciled in the financial statements.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the District-wide and fund financial statements.

### **The District as a Whole**

Recall that the Statement of Net Position provides the perspective of the District as a whole. Net position may serve over time as a useful indicator of a government's financial position. The District's financial position is the product of several financial transactions including the net results of activities, the acquisition and payment of debt, the acquisition and disposal of capital assets, and the depreciation of capital assets.

A summary of the District's Statement of Net Position and Statement of Changes in Net Position is presented below.

**Table 1**  
**Condensed Statement of Net Position**

	<u>Governmental</u> <u>Activities</u> <u>2015</u>	<u>Governmental</u> <u>Activities</u> <u>2014</u>
Current and Other Assets	\$1,978,380	\$1,868,315
Capital Assets, net of accumulated depreciation	<u>371,714</u>	<u>386,904</u>
Total Assets	<u>2,350,094</u>	<u>2,255,219</u>
Deferred Outflow of Resources	<u>1,448,734</u>	<u>0</u>
Total Assets and Deferred Outflow of Resources	<u>\$3,798,828</u>	<u>\$2,255,219</u>
Current Liabilities	\$ 77,069	\$ 124,711
Long-Term Liabilities	<u>7,531,860</u>	<u>0</u>
Total Liabilities	<u>7,608,929</u>	<u>124,711</u>
Deferred Inflow of Resources	<u>375,165</u>	<u>0</u>
Net Position:		
Invested in Capital Assets, net of related debt	371,714	341,395
Restricted for building, fire apparatus and fringe benefits	631,781	699,789
Unrestricted	<u>(5,188,761)</u>	<u>1,089,324</u>
Total Net Position	<u>(4,185,266)</u>	<u>2,130,508</u>
Total Liabilities, Deferred Inflow of Resources and Net Position	<u>\$3,798,828</u>	<u>\$2,255,219</u>

**Table 2**  
**Condensed Statement of Changes in Net Position**

	<u>Governmental</u> <u>Activities</u> <u>2015</u>	<u>Governmental</u> <u>Activities</u> <u>2014</u>
REVENUES:		
General Revenues:		
Property Taxes	\$3,631,064	\$3,607,661
Grants – state	14,199	14,199
Other	<u>214,671</u>	<u>167,394</u>
Total Revenues	<u>\$3,859,934</u>	<u>\$3,789,254</u>
EXPENSES:		
Administration	\$ 72,816	\$ 67,358
Cost of Operations and Maintenance	<u>3,907,850</u>	<u>3,553,631</u>
Total Expenses	<u>3,980,666</u>	<u>\$3,620,989</u>
Increase (Decrease) in Net Position	<u>(\$120,732)</u>	<u>\$ 168,265</u>

**Governmental Activities**

The unique nature of property taxes in New Jersey creates the legal requirements to annually seek voter approval for the District operations. Property taxes made up 94.1% of revenues for governmental activities for Hamilton Township Fire District No. 3 for 2015. The District’s total revenues were \$3,859,934 for the year ended December 31, 2015. The state grants accounted for another .4% of revenue and other miscellaneous revenue accounted for the remaining 5.5%.

The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services.

Administration includes expenses associated with administrative and financial supervision of the District.

Cost of Operations and Maintenance involve keeping equipment in an effective working condition.

**The District’s Funds**

All governmental funds (i.e., general fund and capital projects fund) are accounted for using the modified-accrual basis of accounting. Total revenues amounted to \$3,859,934 and expenditures were \$3,638,697. The total change in fund balance for the year in the governmental funds was \$221,237.

As demonstrated by the various statements and schedules included in the financial section of this report, the District continues to meet its responsibility for sound financial management. The following schedule presents a summary of the revenues of the General Fund for the year ended December 31, 2015, and the amount of increases and decreases in relation to prior year revenues.

**Table 3  
Summary of Revenues – General Fund**

	<u>2015</u>	<u>2014</u>	<u>Increase (Decrease) from 2014</u>
<b>Revenue:</b>			
Local Sources:			
Amount to be Raised by Taxation	\$3,631,064	\$3,607,661	\$23,403
Miscellaneous	214,671	167,394	47,277
Federal and State sources	<u>14,199</u>	<u>14,199</u>	<u>0</u>
Total	<u>\$3,859,934</u>	<u>\$3,789,254</u>	<u>\$70,680</u>

The following schedule presents a summary of the expenditures of the General Fund for the year ended December 31, 2015, and the amount of increases and decreases in relation to prior year amounts.

**Table 4**  
**Summary of Expenditures – General Fund**

	<u>2015</u>	<u>2014</u>	<u>Increase (Decrease) from 2014</u>
<b>Expenditures:</b>			
Administration	\$ 72,816	\$ 67,358	\$ 5,458
Cost of Operations and Maintenance	<u>3,565,881</u>	<u>3,501,421</u>	<u>64,460</u>
Total	<u>\$3,638,697</u>	<u>\$3,568,779</u>	<u>\$69,918</u>

**Capital Assets**

At the end of the year 2015, the District had \$371,714 invested in buildings, fire equipment, telecommunications and security equipment, fire apparatus and office furniture and equipment. Table 5 shows 2015 balances compared to 2014.

**Table 5**  
**Capital Assets (Net of Depreciation)**

	<u>2015</u>	<u>2014</u>	<u>Increase (Decrease) from 2014</u>
Building Improvements	\$ 45,726	\$53,069	\$ (7,343)
Fire Apparatus	211,607	257,360	(45,753)
Firefighting Equipment	19,169	27,027	(7,858)
Office Furniture and Equipment	20,929	28,696	(7,767)
Other Vehicles	73,177	18,949	54,228
Telecommunications Equipment	<u>1,106</u>	<u>1,803</u>	<u>(697)</u>
Total	<u>\$371,714</u>	<u>\$386,904</u>	<u>\$(15,190)</u>

In 2015, the District purchased a 2015 Chevrolet Tahoe for use by the Fire Chief. The vehicle cost \$62,977. Depreciation expense of \$78,167 was charged to governmental activities as part of its cost of operations.

## **Economic Factors**

For the 2015 year, the Hamilton Township Fire District No. 3 was able to sustain its budget through the district tax levy, other sources of revenue and utilization of undesignated fund balance. Approximately 94.1% of total revenue was from the local tax levy, while the remaining 5.9% was from other sources. The tax rate levy per \$100 of assessed property valuation decreased from \$.882 in 2014 to \$.860 in 2015.

## **For the Future**

Hamilton Township Fire District No. 3 is presently in good financial condition. The District is proud of its community support.

In conclusion, Hamilton Township Fire District No. 3 has committed itself to financial excellence for many years. In addition, the District's system for financial planning, budgeting, and internal financial controls are well regarded. The District plans to continue its sound fiscal management to meet the challenge of the future.

## **Contacting the District's Financial Management**

This financial report is designed to provide our citizens, taxpayers, investors, creditors and other interested parties with a general overview of the District's finances and to show the District's accountability for the money it receives. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact, Treasurer at Hamilton Township Fire District No. 3, 13 Rennie Street, Hamilton, New Jersey, 08610.

## BASIC FINANCIAL STATEMENTS

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

## Statement of Net Position

December 31, 2015

	<u>Governmental</u> <u>Activites</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 1,155,887
Capital assets, net of accumulated depreciation	371,714
Prepaid expenses	1,493
Advance payment on fire apparatus contract	<u>821,000</u>
Total assets	<u>2,350,094</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred outflows related to pensions	<u>1,448,734</u>
Total deferred inflows of resources	<u>1,448,734</u>
Total assets and deferred outflows of resources	<u><u>\$ 3,798,828</u></u>
<b>LIABILITIES</b>	
Accounts payable	\$ 66,988
Accrued expenses	10,081
Long-term liabilities:	
Pension payable	350,458
Net pension liability	<u>7,181,402</u>
Total liabilities	<u>7,608,929</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred inflows related to pensions	<u>375,165</u>
Total deferred inflows of resources	<u>375,165</u>
Total liabilities and deferred inflows of resources	<u>7,984,094</u>
<b>NET POSITION</b>	
Invested in capital assets, net of related debt	371,714
Restricted for:	
Building	236,792
Fire apparatus	207,733
Other fringe benefits	30,000
Post-retirement sick pay benefits	157,256
Unrestricted	<u>(5,188,761)</u>
Total net position	<u>(4,185,266)</u>
Total liabilities and deferred inflows of resources and net position	<u><u>\$ 3,798,828</u></u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Statement of Activities

For the Year Ended December 31, 2015

	<u>Governmental</u> <u>Activities</u>
Expenditures:	
Fire protection - administration	\$ 72,816
Fire protection - operations	<u>3,907,850</u>
Total expenditures	<u>3,980,666</u>
General revenues:	
Taxes	3,631,064
Grants - state	14,199
Interest income	769
Miscellaneous revenue	45,802
Shared services revenue	<u>168,100</u>
Total general revenues	<u>3,859,934</u>
Change in net position	(120,732)
Net position	
Beginning of the year	2,130,508
Prior year adjustment - GASB 68	<u>(6,195,042)</u>
Net position, end of year	<u><u>\$ (4,185,266)</u></u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Governmental Funds

Balance Sheet

December 31, 2015

Governmental Funds

	<u>General Fund</u>	<u>Total</u>
<b>ASSETS</b>		
Cash and cash equivalents	\$ 1,155,887	\$ 1,155,887
Prepaid expenses	1,493	1,493
Advance payment on fire apparatus contract	821,000	821,000
	<hr/>	<hr/>
Total assets	<u>\$ 1,978,380</u>	<u>\$ 1,978,380</u>
<b>LIABILITIES</b>		
Accounts payable	\$ 66,988	\$ 66,988
Accrued expenses	10,081	10,081
	<hr/>	<hr/>
Total liabilities	<u>77,069</u>	<u>77,069</u>
<b>FUND BALANCES</b>		
Fund balances:		
Unassigned	1,269,530	1,269,530
Assigned		
For building reserves	236,792	236,792
For fire apparatus reserves	207,733	207,733
For other fringe benefits reserves	30,000	30,000
Committed		
For post retirement sick pay benefits	157,256	157,256
	<hr/>	<hr/>
Total fund balances	<u>1,901,311</u>	<u>1,901,311</u>
	<hr/>	<hr/>
Total liabilities and fund balances	<u>\$ 1,978,380</u>	<u>\$ 1,978,380</u>

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Governmental Funds

Balance Sheet

December 31, 2015

Governmental Funds - Fund Balance, December 31, 2015	\$ 1,901,311
Differences to amounts reported for governmental activities in the statement of net position:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. The cost of the assets is \$2,757,426 and the accumulated depreciation is \$2,385,712	371,714
Deferred outflows and inflows of resources related to pensions are applicable to future reporting periods and, therefore, are not reported in the funds.	1,073,569
Accrued PERS and PFRS pension payable is not recorded in financial statements of governmental funds	(350,458)
Long-term liabilities, including net pension liability, are not due and payable in the current period and are therefore not reported as liabilities in the funds.	<u>(7,181,402)</u>
Governmental Activities - Net Position, December 31, 2015	<u><u>\$ (4,185,266)</u></u>

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balance

For the Year Ended December 31, 2015

	<u>Governmental Funds</u>	
	<u>General</u>	<u>Total</u>
	<u>Fund</u>	
Expenditures/expenses:		
Fire protection - administration	\$ 72,816	\$ 72,816
Fire protection - operations	<u>3,565,881</u>	<u>3,565,881</u>
Total expenditures/expenses	<u>3,638,697</u>	<u>3,638,697</u>
General revenues:		
Taxes	3,631,064	3,631,064
Grants - state	14,199	14,199
Investment earnings	769	769
Miscellaneous revenue	45,802	45,802
Shared services revenue	<u>168,100</u>	<u>168,100</u>
Total general revenues and transfers	<u>3,859,934</u>	<u>3,859,934</u>
Excess of revenues over expenditures	221,237	221,237
Fund balance:		
Beginning of the year	<u>1,680,074</u>	<u>1,680,074</u>
End of the year	<u>\$ 1,901,311</u>	<u>\$ 1,901,311</u>

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance  
in the Governmental Funds to the Statement of Activities  
December 31, 2015

Total changes in Governmental Funds - Fund Balance \$ 221,237

Differences to amounts reported for governmental  
activities in the statement of net position:

Capital outlays are reported in governmental funds as expenditures.  
However, in the statement of activities, the cost of those assets is  
allocated over their estimated useful lives as depreciation expense.

Depreciation Expense (78,167)

Interest charges on a capital lease are not reported in governmental  
funds as expenditures. However, in the statement of activities, the  
interest charges on the capital lease is reported as an expense.

Interest Expense (553)

District pension contributions are reported as expenditures in the  
governmental funds when made. However, they are reported as  
deferred outflows of resources in the Statement of Net Position  
because the reported net pension liability is measured a year before  
the District's report date. Pension expense, which is the change in the  
net pension liability adjusted for changes in deferred outflows and  
inflows of resources related to pension, is reported in the Statement of  
Activities.

Pension expense (263,249)

Governmental Activities - Change in Net Position, December 31, 2015 \$ (120,732)

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Hamilton Township Fire District No. 3 (the “District”) have been prepared in conformity with generally accepted accounting principles (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 District’s accounting policies are described below.

#### Reporting Entity

Hamilton Township Fire District No. 3 is a political subdivision of the Township of Hamilton, County of Mercer, New Jersey. The District was formed to provide fire prevention and suppression services to the residents of Hamilton Township. The District functions independently through a Board of Fire Commissioners. The board is comprised of five members elected to three-year terms. The annual Fire District election is held the third Saturday of February.

In accordance with the requirements of Statement No. 14, *The Financial Reporting Entity, of the Governmental Accounting Standards Board* (GASB), the financial statements must present the District (the primary government) and its component units. Component units are legally separate entities for which the District (the primary entity) is financially accountable. Financial accountability is defined as the ability to appoint a voting majority of the organization’s governing body and either (1) the District’s ability to impose its will over the organization or (2) the potential that the organization will provide a financial benefit to, or impose a financial burden on, the District. Pursuant to this criterion, no component units were identified for inclusion in the accompanying financial statements.

#### Basis of Presentation

The financial statements of the Fire District conform to generally accepted accounting principles (GAAP) applicable to governmental funds of state and local governments in accordance with the provisions of N.J.A.C. 5:31-7-1. 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 Board’s accounting policies are described below.

The basic financial statements report using the economic resources measurement focus and the accrual basis of accounting generally includes the reclassification or elimination of internal activity (between or within funds). Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of the related cash flows. The tax revenues are recognized in the year for which they are levied while grants are recognized when grantor eligibility requirements are met.

Governmental fund financial statements report using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon thereafter, within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred.

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to the Financial Statements

December 31, 2015

### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### Fund Accounting

The accounts of the District are organized on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The District reports the following major governmental funds:

The General Fund is the District's primary operating fund. It accounts for all the financial resources and the legally authorized activities of the District except those required to be accounted for in other specialized funds.

#### District Wide and Fund Financial Statements

The district-wide financial statements report information of all of the nonfiduciary activities of the District. For the most part, the effect of inter-fund activity has been removed from these district-wide statements. District activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Individual funds are not displayed but the statements distinguish governmental activities as generally supported through taxes and user fees.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include charges to customers who purchase, use or directly benefit from goods or services provided by a given function, segment or component unit. Program revenues also include grants and contributions that are restricted to meeting the operational or capital requirements of a particular function, segment, or component unit. Taxes and other items not properly included among program revenues are reported instead as general revenues. The District does not allocate general government (indirect) expenses to other functions.

Net position is restricted when constraints placed on it is either externally imposed or imposed by constitutional provisions or enabling legislation. Internally imposed designations of resources are not presented as restricted net position. When both restricted and unrestricted resources are available for use, generally it is the District's policy to use restricted resources first, and then unrestricted resources as they are needed.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to the Financial Statements

December 31, 2015

### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### District Wide and Fund Financial Statements (continued)

The district-wide financial statements include the statement of net position and the statement of activities. These statements report financial information of the District as a whole. All inter-fund activity has been eliminated in the statement of activities. Individual funds are not displayed but the statements distinguish governmental activities as generally supported through taxes and user fees.

#### Fund Financial Statements

The fund financial statements provide detail of the governmental funds.

#### Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e. revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net position.

The modified accrual basis of accounting is used for measuring financial position and operating results of all governmental fund types. 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. State equalization monies are recognized as revenue during the period in which they are appropriated. A one-year availability period is used for revenue recognition for all other governmental fund revenues. 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.

In its accounting and financial reporting, the District follows the pronouncements of the Governmental Accounting Standards Board (GASB) and the pronouncements of the Financial Accounting Standards Board (FASB).

#### 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. Open encumbrances in governmental funds are reported as reservations of fund balances at fiscal year end as they do not constitute expenditures of liabilities but rather commitments related to unperformed contracts for goods and services. The encumbered appropriation authority carries over into the next fiscal year. An entry will be made at the beginning of the next fiscal year to increase the appropriation reflected in the adopted budget by the outstanding encumbrance amounts as of the current fiscal year end.

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Revenues and Expenditures

Revenues are recorded when they are determined to be both available and measurable. Generally, fees and other non-tax revenues are recognized when received. Grants from other governments are recognized when qualifying expenditures are incurred. Expenditures are recorded when the related liability is incurred, if measurable, except for unmatured interest on general long-term debt, which is recognized when due.

#### Inventories and prepaid expenses

Inventories and prepaid expenses that benefit future periods are recorded as expenditures during the year of purchase.

#### Capital Assets

Capital assets, which include buildings, fire apparatus, telecommunications and firefighting equipment and office furniture and equipment, generally result from expenditures in the governmental funds. These assets are reported on the government –wide statement of net position.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. The District maintains a capitalization threshold of \$2,500. The District does not possess any infrastructure. Improvements are capitalized; the cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not.

Depreciation has been provided over estimated useful lives of the assets using the straight-line method.

The estimated useful lives are as follows:

Building	30 years
Building improvements	7.5 to 39 years
Fire apparatus	15 years
Firefighting equipment	5 – 10 years
Office furniture and equipment	5 years
Other vehicles	5 years
Telecommunications equipment	5 -10 years

#### Employee Benefits

Vacation, sick pay and other employee benefits are recorded as expenditures when paid except for other post employment benefits noted in Note 11.

#### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to the Financial Statements

December 31, 2015

### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### Income Taxes

As a public body, the District is exempt from both federal and state taxes existing under statute.

#### Budget and Budgetary Accounting

The District must adopt an annual budget in accordance with N.J.S.A. 40A:14-78.1 et. al.

The fire commissioners must introduce and approve the annual budget no later than sixty days prior to the annual election. Upon introduction, the commissioners fix the time and place for a public hearing on the budget and must advertise the time and place at least ten days prior to the hearing in a newspaper having substantial circulation in the District. The public hearing must not be held less than twenty-eight days after the date the budget was introduced. After the hearing has been held, the fire commissioners may, by majority vote, adopt the budget.

Amendments may be made to the District budget in accordance with N.J.S.A. 40A:14-78.3.

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

Fire districts have a prescribed budgetary basis to demonstrate legal compliance. However, budgets are adopted on principally the same basis of accounting utilized for the preparation of the District's financial statements. Each annual budget lapses at the end of the year..

#### Fire District Taxes

Upon proper certification to the assessor of the municipality in which the District is located, the assessor shall assess the amount of taxes to be raised in support of the District's budget in the same manner as all other municipal taxes. The collector or treasurer of the municipality then pays the assessed taxes in four equal installments to the treasurer or custodian of funds of the District.

#### Deferred Outflows and Deferred Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future periods and so will not be recognized as an inflow of resources (revenue) until that time.

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Pensions Section

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

#### Fund Equity

In accordance with Government Accounting Standards Board 54, Fund Balance Reporting and Governmental Fund Type Definitions, the District classifies governmental fund balances as follows:

- Non-spendable – includes fund balance amounts that cannot be spent either because it is not in spendable form or because legal or contractual constraints.
- Restricted – includes fund balance amounts that are constrained for specific purposes which are externally imposed by external parties, constitutional provision 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 by the District 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 Administrator.
- Unassigned – includes balance within the General Fund which has not been classified within the above mentioned categories and negative fund balances in other governmental funds

Reserves represent those portions of fund equity not available for appropriation for expenditure or legally segregated for a specific future use. Designated fund balances represent plans for future use of financial resources.

#### Net position

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

- Net Investment in Capital Assets – This component represents capital assets, net of accumulated depreciation, net of outstanding balances of borrowings used for acquisition, construction, or improvement of those assets.
- Restricted – Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.
- Unrestricted – Net position is reported as unrestricted when it does not meet the criteria of the other two components of net position.

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to the Financial Statements

December 31, 2015

### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### Adopted Accounting Pronouncements

For the year ended December 31, 2015, the District implemented GASB Statement No. 68 *Accounting and Financial Reporting for Pensions – (Amendment to GASB Statement No. 27)* and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*. The implementation of the Statements requires the District to report as an asset and/or a liability its portion of the collective net pension's asset and liability of the New Jersey Public Employees' Retirement System (PERS) and New Jersey Police and Firemen's Retirement System (PFRS). The implementation of the Statements also requires the District to report a deferred outflow and/or inflow for the effect of the net change in the District's proportion of the collective net pension asset and/or liability and difference during the measurement period between the District's contributions and its proportionate share of total contributions to the pension systems not included in pension expense.

Also included as a deferred outflow is the District contributions to the pension system subsequent to the measurement date.

### **NOTE 2 – CASH AND CASH EQUIVALENTS AND CONCENTRATION OF CREDIT RISK**

#### Cash and Cash Equivalents

Cash used for the day-to-day operations of the Fire District is in interest bearing checking accounts and an interest bearing money market account. The balances in these accounts at December 31, 2015 were \$576,083 and \$579,504, respectively. The interest rate on the money market account varied for 2015.

#### Concentration of Credit Risk

The 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 Government 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 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.

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 2 – CASH AND CASH EQUIVALENTS AND CONCENTRATION OF CREDIT RISK (CONTINUED)

#### Bank deposits

All bank deposits are classified as to credit risk by the three categories. **Category 1** consists of bank deposits insured or collateralized with securities held by the District of in the District's name by its agent. **Category 2** consists of bank deposits collateralized with securities held by pledging public depository's trust department or agent in the District's name. **Category 3** includes uncollateralized deposits including any deposits that are collateralized with securities held by the pledging public depository or by its trust department or agent but not in the District's name. At December 31, 2015, the District's deposits of \$1,155,887 are classified as Category 1 deposits.

### NOTE 3 – FIXED ASSETS

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental Activities:				
Capital Assets, Being Depreciated:				
Building	\$1,168,326	\$ 0	\$ 0	\$1,168,326
Building improvements	174,080	0	0	174,080
Fire apparatus	940,207	0	0	940,207
Firefighting equipment	202,220	0	0	202,220
Office furniture and equipment	24,882	0	0	24,882
Other vehicles	159,775	62,977	0	222,752
Telecommunications equipment	<u>24,961</u>	<u>0</u>	<u>0</u>	<u>24,961</u>
Total Capital Assets, Being Depreciated	2,694,451	62,977	0	2,757,428
Less: Total Accumulated Depreciation	<u>2,307,547</u>	<u>78,167</u>	<u>0</u>	<u>2,385,714</u>
Total Capital Assets, Being Depreciated, Net	<u>386,904</u>	<u>(15,190)</u>	<u>0</u>	<u>371,714</u>
Governmental Activities Capital Assets, Net	<u>\$ 386,904</u>	<u>\$(15,190)</u>	<u>\$ 0</u>	<u>\$ 371,714</u>

In 2015, the District purchased a 2016 Chevrolet Tahoe for use by the Fire Chief. The vehicle cost \$62,977. Depreciation expense of \$78,167 was charged to governmental activities as part of its cost of operations.

### NOTE 4 – ACCRUED EXPENSES

Accrued expenses include professional fees that were incurred for the year ended December 31, 2015 but were not paid by that date.

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 5 – PENSION OBLIGATIONS

#### Police and Firemen’s Retirement System (PFRS)

##### Plan Description

The State of New Jersey, Police and Firemen’s Retirement System (PFRS) is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits (the Division). For additional information about PFRS, please refer to Division's Comprehensive Annual Financial Report (CAFR) which can be found at [www.state.nj.us/treasury/pensions/annrprts.shtml](http://www.state.nj.us/treasury/pensions/annrprts.shtml).

The vesting and benefit provisions are set by N.J.S.A. 43:16A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service, except disability benefits, which vest after four (4) years of service.

The following represents the membership tiers for PFRS:

<u>Tier</u>	<u>Definition</u>
1	Members who were enrolled prior to May 22, 2010
2	Members who were eligible to enroll on or after May 22, 2010 and prior to June 28, 2011
3	Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits are available at age 55 and are generally determined to be 2% of final compensation for each year of creditable service, as defined, up to 30 years plus 1% for each year of service in excess of 30 years. Members may seek special retirement after achieving 25 years of creditable service, in which benefits would equal 65% (tiers 1 and 2 members) and 60% (tier 3 members) of final compensation plus 1% for each year of creditable service over 25 years but not to exceed 30 years. Members may elect deferred retirement benefits after achieving ten years of service, in which case benefits would begin at age 55 equal to 2% of final compensation for each year of service.

##### Allocation Methodology and Reconciliation to Financial Statements

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, requires participating employers in the New Jersey Police and Firemen’s Retirement System (PFRS) to recognize their proportionate share of the collective net pension liability, collective deferred outflows of resources, collective deferred inflows of resources and collective pension expense excluding that attributable to employer-paid member contributions. The employer and nonemployer allocation percentages presented and applied are based on the ratio of the contributions of an individual employer to the total contributions to PFRS during the measurement period July 1, 2014 through June 30, 2015. The employer and nonemployer allocation percentages have been rounded for presentation purposes, therefore amounts may result in immaterial differences. Contributions from employers are recognized when due, based on statutory requirements.

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 5 – PENSION OBLIGATIONS (CONTINUED)

#### **Police and Firemen’s Retirement System (PFRS) (continued)**

##### Special Funding Situation

Under N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. The legislation which legally obligates the state is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers, under this legislation, is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a non-employer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability or deferred outflows or inflows to report in the financial statements of the local participating employers related to this legislation. However, the notes to the financial statements of the local participating employers must disclose the portion of the non-employer contributing entities’ total proportionate share of the collective net pension liability that is associated with the local participating employer.

##### Contributions

The contribution policy for PFRS is set by N.J.S.A. 43:16A and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. For fiscal year 2015 and 2014, the State's pension contribution was less than the actuarial determined amount.

The local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19,P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets.

<b><u>Three-Year Trend Information for PFRS</u></b>			
<b><u>Year</u></b> <b><u>Funding</u></b>	<b><u>Pension</u></b> <b><u>Cost (APC)</u></b>	<b><u>% of APC</u></b> <b><u>Contributed</u></b>	<b><u>Net Pension</u></b> <b><u>Obligation</u></b>
12/31/15	\$ 344,331	100%	\$ 7,181,402
12/31/14	\$ 317,098	100%	\$ 5,639,291
12/31/13	\$ 325,083	100%	\$ 5,778,043

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 5 – PENSION OBLIGATIONS (CONTINUED)

#### Police and Firemen’s Retirement System (PFRS) (continued)

##### Components of Net Pension Liability

At December 31, 2015, the District reported a liability of \$7,181,402 for its proportionate share of the PFRS net pension liability. The net pension liability was measured as of June 30, 2015. The total pension liability for the June 30, 2015 measurement date was determined by an actuarial valuation as of July 1, 2014, which was rolled forward to June 30, 2015. The District’s proportion of the net pension liability was based on the District’s actual contributions to the plan relative to the total of all participating employers’ contributions for the year ended June 30, 2015. The District’s proportion measured as of June 30, 2015, was .04311467500%, which was a decrease of 0.0017160590% from its proportion of 0.0448307340% measured as of June 30, 2014.

##### PFRS Collective balances at December 31, 2015 and 2014

	<u>12/31/15</u>	<u>12/31/14</u>
Actuarial valuation date	July 1, 2014	July 1, 2013
Deferred Outflows of Resources	\$ 1,448,734	\$ 364,051
Deferred Inflows of Resources	\$ 375,165	\$ 575,471
Net Pension Liability (NPL)	\$ 7,181,402	\$ 5,639,291
District's portion of the Plan's total NPL	0.04311467500%	0.0448307340%

##### Pension Expense and Deferred Outflows/Inflows of Resources

For the year ended December 31, 2015, the District recognized pension expense of \$263,249. At December 31, 2015, the District reported deferred outflows of resources and deferred inflows of resources related to PFRS from the following sources:

	<u>Deferred</u> <u>Outflows of</u> <u>Resources</u>	<u>Deferred</u> <u>Inflows of</u> <u>Resources</u>
Changes of assumptions	\$1,325,865	\$ 0
Net difference between expected and actual experience	0	61,942
Net difference between projected and actual earnings on pension plan investments	0	124,986
Changes in proportion and differences between District contributions and proportionate share of contributions	122,869	188,237
Total	<u>\$1,448,734</u>	<u>\$ 375,165</u>

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**  
 Notes to the Financial Statements  
 December 31, 2015

**NOTE 5 – PENSION OBLIGATIONS (CONTINUED)**

**Police and Firemen’s Retirement System (PFRS) (continued)**

Pension Expense and Deferred Outflows/Inflows of Resources (continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended</u>	<u>PFRS</u>
<u>June 30:</u>	
2016	\$ 191,354
2017	191,354
2018	191,354
2019	329,714
2020	169,794
Thereafter	<u>0</u>
	<u>\$1,073,569</u>

Special Funding Situation – State’s Proportionate Share

Additionally, the State’s proportionate share of the net pension liability attributable to the District is \$629,785 as of December 31, 2015. The net pension liability was measured as of June 30, 2015. The total pension liability used to calculate the net pension liability was determined using procedures to roll forward the total pension liability from an actuarial valuation as of June 30, 2014, to the measurement date of June 30, 2015. The State’s proportion of the net pension liability associated with the District was based on a projection of the District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. The State’s proportion measured as of June 30, 2015 was .04311467500%, which was a decrease of 0.0017160590% from its proportion of 0.0448307340% measured as of June 30, 2014 which is the same proportion as the District’s.

District’s Proportionate Share of the Net Pension Liability	\$7,181,402
State’s Proportionate Share of the Net Pension Liability Associated with the District	<u>629,785</u>
Total Net Pension Liability	<u>\$7,811,187</u>

Actuarial Assumptions

The collective total pension liability for the June 30, 2015 measurement date was determined by using an actuarial valuation date as noted in the table below, with update procedures used to roll

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**  
Notes to the Financial Statements  
December 31, 2015

**NOTE 5 – PENSION OBLIGATIONS (CONTINUED)**

**Police and Firemen’s Retirement System (PFRS) (continued)**

Actuarial Assumptions (continued)

forward the total pension liability to the measurement date. The actuarial valuations used the following actuarial assumptions:

Measurement date	June 30, 2015
Actuarial valuation date	July 1, 2014
Investment rate of return	7.90%
Salary increases:	
2012-2021	2.60-9.48%
Thereafter	3.6-10.48%
	based on age
	based on age
Inflation rate	3.04%

Mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected one year using Projection Scale AA and one year using Projection Scale BB for male service retirements with adjustments for mortality improvements from the base year based on Projection Scale BB. Mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected fourteen years using Projection Scale BB for female service retirements and beneficiaries with adjustments for mortality improvements from the base year of 2014 based on Projection Scale BB.

The actuarial assumptions used in the July 1, 2014 valuation were based on the results of an actuarial experience study for the period July 1, 2010 to June 30, 2013.

Long-Term Expected Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.90% at June 30, 2015) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 5 – PENSION OBLIGATIONS (CONTINUED)

#### Police and Firemen’s Retirement System (PFRS) (continued)

##### Long-Term Expected Rate of Return (continued)

of arithmetic rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2015 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	5.00%	1.04%
U.S. Treasuries	1.75%	1.64%
Investment Grade Credit	10.00%	1.79%
Mortgages	2.10%	1.62%
High Yield Bonds	2.00%	4.03%
Inflation-Indexed Bonds	1.50%	3.25%
Broad US Equities	27.25%	8.52%
Developed Foreign Equities	12.00%	6.88%
Emerging Market Equities	6.40%	10.00%
Private Equity	9.25%	12.41%
Hedge Funds/Absolute Return	12.00%	4.72%
Real Estate (Property)	2.00%	6.83%
Commodities	1.00%	5.32%
Global Debtex US	3.50%	-0.4 0%
REIT	<u>4.25%</u>	5.12%
Total	<u>100%</u>	

##### Discount Rate

The discount rate used to measure the total pension liability was 5.79% as of June 30, 2015. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.90%, and a municipal bond rate of 3.80% as of June 30, 2015, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current member contribution rates and that contributions from employers will be made on the average of the last five years of contributions. Based on those assumptions, the plan’s fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2045. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2045, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**  
Notes to the Financial Statements  
December 31, 2015

**NOTE 5 – PENSION OBLIGATIONS (CONTINUED)**

**Police and Firemen’s Retirement System (PFRS) (continued)**

Sensitivity of the District’s proportionate share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District’s proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	<u>At 1% decrease (4.79%)</u>	<u>At current discount rate (5.79%)</u>	<u>At 1% increase (6.79%)</u>
District's proportionate share of the net pension liability	\$10,297,624	\$ 7,811,187	\$5,783,719

**NOTE 6 – LONG-TERM LIABILITIES**

During the fiscal year ended December 31, 2015, the following changes occurred in liabilities reported in long-term debt:

	<u>Balance 12/31/14</u>	<u>Accrued/ Increases</u>	<u>Retired/ Decreases</u>	<u>Balance 12/31/15</u>	<u>Due within one year</u>
Net pension liability	<u>\$5,639,291</u>	<u>\$1,542,111</u>	<u>\$ 0</u>	<u>\$7,181,402</u>	<u>\$ 0</u>

**NOTE 7 – NOTE PAYABLE**

At a special election on July 31, 2004, voters approved a capital improvement program which included financing. Contracts were awarded on October 12, 2004. PNC Bank (formerly Yardville National Bank) was awarded the financing of the program. A commercial loan for \$750,000 was signed on June 9, 2005 to finance the acquisition of a new fire truck and rescue and support equipment. The term of the loan was for ten years at an interest rate of 4.5%. Payments were \$7,797 per month (\$93,561 annually) with the final payment due on June 8, 2015. The final loan payment was made 2015. Interest expense for the year ended December 31, 2015 was \$553.

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to the Financial Statements

December 31, 2015

### **NOTE 8 – NET POSITION RESTRICTED FOR PROPERTY, APPARATUS AND EMPLOYEE BENEFITS**

The fire commissioners have determined that reserves are necessary for the eventual replacement of fire apparatus, improvements to the property and operations. In 2015, the District had a total of \$631,781 in designated reserves. There was \$207,733 in reserves for fire apparatus, \$236,792 in reserves for building and building improvements, \$30,000 in reserves for state of emergency overtime and \$157,256 for post-retirement sick pay benefits.

In the 2015 budget, \$121,000 of the reserves for fire apparatus from 2014 was utilized to put a deposit on the purchase of two new fire trucks. This purchase was approved by the voters on November 22, 2014. The trucks were not delivered until 2016.

For additional information about post retirement sick pay calculations and health benefits see Note 11.

### **NOTE 9 – GRANTS**

#### Supplemental Fire Services Grant

Annually, the Supplemental Fire Services Program (SFSP) from the State of New Jersey, awards a grant to the Fire District for volunteer fire services. By acceptance of the grant, the Fire District agrees to all obligations and responsibilities pursuant to the SFSP as provided in Ch. 295, P.L., 1985.

The funds are utilized for the purchase of items as defined in compliance with state statutes. The grant was budgeted for \$14,199 for the year ended December 31, 2015. The District received and expended \$14,199 for the year ended December 31, 2015.

### **NOTE 10 - EMPLOYEE POLICIES**

The district has entered into a collective bargaining agreement with Thomas T. Gribbin, Fire Chief, and Fireman's Mutual Benevolent Association, Locals #84 and #284, for all paid fire prevention and suppression employees and supervisors. The term of the current agreement began on January 1, 2014 and ends on December 31, 2017. It establishes both compensation and benefits for covered employees.

Selected highlights of the agreements include:

#### Sick Leave

Each employee receives fifteen (15) days of sick time per year. Unused sick time may be accumulated. Payment of accumulated time is based on an equation. An hourly rate is determined and applied toward the unused sick time. The result is divided in half to determine the amount of the final payment. The final payment cannot exceed \$16,000. Based on accumulated sick days as of December 31, 2015, the accrued sick pay due employees under the terms of the contract at death or retirement was \$157,256. See Note 11.

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to the Financial Statements

December 31, 2015

### **NOTE 10 - EMPLOYEE POLICIES (CONTINUED)**

#### Uniforms

All employees are provided with the necessary uniforms.

#### Health Benefits

Employees and their families are covered by hospitalization, sickness and major medical insurance and prescription coverage under the NJ State Health Benefits Plan. The cost of these benefits was \$359,644 for the year ended December 31, 2015. Also see Note 11.

Dental coverage is also provided for the employee and his family.

In addition, the district adopted a voluntary supplemental insurance program for eligible employees. This is an employee paid plan.

#### Vacations

Vacation days are based on length of service and shift assignment. They range from 8 days to 25 days per year. In addition, each employee is entitled to two personal days. Vacation days must be used before December 31.

#### Holidays

Employees were entitled to 13 holidays in December 31, 2015. In addition, rotating shift fire fighters receive an additional compensation: 13 days pay (for 12 hours per day) at base pay rates paid on December 31. The Fire Chief does not get compensated for the holiday but gets each holiday off.

### **NOTE 11 – POST-RETIREMENT BENEFITS**

#### HEALTHCARE

##### Plan Description

The District participates in the New Jersey State Health Benefits Program (“the SHBP”), which qualifies as a cost-sharing, multiple-employer plan in accordance with GASB Statement 45 “Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions” (“OPEB”). The SHBP is administered by the State of New Jersey, Department of Treasury, Division of Pensions and Benefits.

Under the SHBP, retirees may continue the health benefits programs in which they are enrolled at the time of retirement, provided the retiree pays the costs of the benefits (at group rates) for themselves and their eligible dependents.

The State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information of the SHBP. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, P.O. Box 295, Trenton, New Jersey 08625-0295.

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to the Financial Statements

December 31, 2015

### **NOTE 11 – POST-RETIREMENT BENEFITS**

#### HEALTHCARE (CONTINUED)

##### Plan Description (continued)

The SHBP is established under the District of N.J.S.A. 52:14-17.25 et seq. and regulations adopted by the State Health Benefits Commission. The required contribution rate is determined on an annual pay as you go basis. The health insurance cost for retirees for the year ended December 31, 2015 was \$69,726.

##### SICK PAY

Each employee receives fifteen (15) days of sick time per year. Unused sick time may be accumulated. The calculation of accumulated time is based on an equation determined by the Commissioners of Hamilton Township Fire District No. 3, County of Mercer, State of New Jersey. It is based upon number of years already worked and approximate number of years to retirement for each employee who has accumulated sick time. The employee's hourly rate is determined and applied toward the unused sick time. The result is divided in half to determine the amount of the final payment. The final payment cannot exceed \$16,000. Based on accumulated sick days as of December 31, 2015, the accrued sick pay due employees under the terms of the contract at death or retirement was \$157,256.

### **NOTE 12– SHARED SERVICES AGREEMENT UNDER THE UNIFORM SHARED SERVICES AND CONSOLIDATION ACT**

In 2015, Hamilton Township Fire District No. 3 entered into shared services agreements for a Fire Chief with Hamilton Township Fire District No. 2, 4 and in accordance with the provisions of the New Jersey Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 and all regulations promulgated thereto.

In consideration for Hamilton Township Fire District No. 3 providing these services, Hamilton Township Fire District No. 2, 4 and 7 shall reimburse the District for a portion of the Fire Chief's actual payroll, benefits and expenses. Shared service revenue for the year ended December 31, 2015 was \$168,100.

### **NOTE 13 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters.

#### Property and Liability Insurance

The District maintains commercial insurance coverage for property, liability and surety bonds.

### **NOTE 14 – DATE OF MANAGEMENT'S REVIEW**

Subsequent events have been evaluated through July 31, 2016, which is the date the financial statements were available to be issued. No subsequent events were identified that required adjustment to or disclosure within the financial statements.

## HAMILTON TOWNSHIP FIRE DISTRICT No. 3

Notes to the Financial Statements

December 31, 2015

### NOTE 15 – LITIGATION

As of the date of this report there is no litigation pending which, if decided adversely to the District would have a material impact on the District.

### NOTE 16 – PRIOR PERIOD ADJUSTMENT/RESTATEMENT OF NET POSITION

Net position as of January 1, 2015, has been restated as follows for the implementation of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, as amended by GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*.

	<u>Governmental Activities</u>
Net position as previously reported at December 31, 2014	\$ 2,130,508
Prior period adjustment:	
Implementation of GASB 68:	
Net Pension Liability - PFRS (measurement date as of June 30, 2014)	(5,639,291)
Pension Payable - PFRS (2015 Authority PFRS Pension Contribution)	(344,331)
Deferred Outflows - PFRS (measurement date as of June 30, 2014)	364,051
Deferred Inflows - PFRS (measurement date as of June 30, 2014)	<u>(575,471)</u>
Total prior period adjustment	<u>(6,195,042)</u>
Net position as restated, January 1, 2015	<u><u>\$(4,064,534)</u></u>

### NOTE 17 – DEFICIT IN UNRESTRICTED NET POSITION

As reflected on the Statement of Net Position, a deficit in unrestricted net position of (\$4,185,266) existed as of December 31, 2015. The primary cause of this deficit was the recording of the long-term liability for net position. In accordance with full accrual accounting, which is the basis of accounting for the Statement of Net Position, such liabilities are required to be recorded in the period in which they are incurred. However, in accordance with the rules and regulations that govern the District in the formulation of their annual budget, pension liabilities that relate to future services, or that are contingent on a specific event outside the control of the District and its employees, are funded in the period in which such services are rendered or in which such events take place. Therefore, this deficit in unrestricted net position does not indicate that the District is facing financial difficulties.

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to the Financial Statements

December 31, 2015

**NOTE 18 – CONTINGENCIES AND SUBSEQUENT EVENTS**

In May 2015, the District entered into a Joint Purchase for Fire Apparatus with Hamilton Township Fire District No. 4 to purchase four fire trucks from Pierce Manufacturing Inc. The total cost of the apparatus purchase was as follows:

Two 2016 Pierce Arrow XT Pumpers (For No. 3 and No. 4)	\$1,050,000
One 2016 Pierce Arrow XT Mid-Mounted Platform (For No.4)	1,011,000
One 2016 Pierce Arrow XT Tractor Drawn Aerial (For No. 3)	<u>975,000</u>
Total Cost	<u>\$3,036,000</u>

In 2015, Hamilton Fire District No. 3 made a pre-paid down payment of \$821,000 and Hamilton Fire District No. 4 made a pre-paid down payment of \$1,036,000. The total down payment was \$1,857,000. The balance of \$1,179,000 will be financed with a lease-purchase through Oshkosh Capital that was signed on May 18, 2015 and will begin one year after commencement. The lease term is ten years with an interest rate of 3.17%.

The fire apparatus was delivered to Fire District No. 3 and Fire District No. 4 in June 2016.

REQUIRED SUPPLEMENTARY INFORMATION

### HAMILTON TOWNSHIP FIRE DISTRICT No. 3

#### Schedule of Revenues and Expenditures

#### Budget and Actual (Non-GAAP Budgetary Basis) - General Fund

For the Year Ended December 31, 2015

	Budgeted Amounts			Variance with
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	Final Budget Positive (Negative)
<b>Revenues:</b>				
Taxes	\$ 3,631,064	\$ 3,631,064	\$ 3,631,064	\$ 0
Restricted fund balance	121,000	121,000	121,000	0
Unrestricted fund balance	829,000	829,000	524,825	(304,175)
Employee contribution to health benefits	56,170	56,170	52,667	(3,503)
Investment income	2,000	2,000	769	(1,231)
Miscellaneous	39,756	39,756	45,802	6,046
Shared services revenue	175,531	175,531	168,100	(7,431)
Supplemental fire services grant	14,198	14,198	14,199	1
<b>Total Revenues</b>	<b>4,868,719</b>	<b>4,868,719</b>	<b>4,558,426</b>	<b>(310,293)</b>
<b>Expenditures:</b>				
General Government:				
Salaries and wages	\$ 2,137,175	\$ 2,137,175	\$ 2,081,880	\$ 55,295
Fringe benefits	1,122,814	1,122,814	1,065,473	57,341
Administration:				
Election expenses	1,000	1,000	1,149	(149)
Office expenses	5,930	5,930	7,382	(1,452)
Professional fees	30,500	30,500	25,279	5,221
Salaries - commissioners	38,720	38,720	39,006	(286)
<b>Total Administration</b>	<b>76,150</b>	<b>76,150</b>	<b>72,816</b>	<b>3,334</b>
Operations:				
Advertising	750	750	517	233
Apparatus and equipment maintenance	43,500	43,500	15,678	27,822
Building maintenance	76,110	76,110	54,051	22,059
Communicatons	13,637	13,637	0	13,637
Computers and repairs	24,660	24,660	28,729	(4,069)
EMS supplies	3,000	3,000	7,558	(4,558)
Equipment testing	7,000	7,000	4,803	2,197
Firefighting equipment	30,000	30,000	10,708	19,292
Fire prevention	2,000	2,000	0	2,000
Insurance	42,016	42,016	41,644	372
Rent - hydrant	203,090	203,090	203,623	(533)
Shared services	46,702	46,702	24,293	22,409
Training	12,800	12,800	11,318	1,482
Uniforms and gear	28,885	28,885	28,684	201
Utilities	47,650	47,650	39,589	8,061
<b>Total Operations</b>	<b>581,800</b>	<b>581,800</b>	<b>471,195</b>	<b>110,605</b>
<b>Total General Government</b>	<b>3,917,939</b>	<b>3,917,939</b>	<b>3,691,364</b>	<b>226,575</b>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Schedule of Revenues and Expenditures

Budget and Actual (Non-GAAP Budgetary Basis) - General Fund

For the Year Ended December 31, 2015

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>		<u>Final Budget</u>
				<u>Positive</u>
				<u>(Negative)</u>
Capital Outlay				
Payment of loan principal	46,111	46,111	45,509	602
Down payment on new fire trucks	900,000	900,000	821,000	79,000
Interest on loan	4,669	4,669	553	4,116
Total Capital Outlay	<u>950,780</u>	<u>950,780</u>	<u>867,062</u>	<u>83,718</u>
Total Expenditures	<u>4,868,719</u>	<u>4,868,719</u>	<u>4,558,426</u>	<u>310,293</u>
Excess of Revenues				
Over Expenditures	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Reconciliation of Budget Basis to GAAP Basis:

Excess of Revenues Over Expenditures - Budget Basis	\$ 0
Depreciation is not an outflow of a budgetary resource but is an expenditure for financial reporting purposes	(78,167)
Use of the unrestricted fund balance is an inflow of resources for budgetary purposes but not for financial reporting purposes	(524,825)
Use of the restricted fund balance is an inflow of resources for budgetary purposes but not for financial reporting purposes	(121,000)
The down payment on the new fire trucks is an outflow of a budgetary resource but is not an expenditure for financial reporting purposes	821,000
Payment of principal on the loan payable is an outflow of a budgetary resource but is not an expenditure for financial reporting purposes	45,509
Pension expense reported in accordance with GASB 68 is an outflow for financial reporting purposes but is not an outflow of a budgetary resource	<u>(263,249)</u>
Deficit of Revenues Over Expenditures - GAAP Basis	<u>\$ (120,732)</u>

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Schedule of the District's Proportionate Share of the Net Pension Liability  
Police and Firemen's Retirement System (PFRS)  
Last Ten Fiscal Years

	2015	2014	2013
District's proportion of the net pension liability (asset)	0.04311467500%	0.0448307340%	0.0434632226%
District's proportionate share of the net pension liability (asset)	\$ 7,181,402	\$ 5,639,291	\$ 5,778,043
District's covered-employee payroll	\$ 1,560,956	\$ 1,465,300	\$ 1,529,252
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	460.06%	384.86%	377.83%

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, governments should present information for those years which information is available.

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**  
 Schedule of District Contributions  
 Police and Firemen's Retirement System (PFRS)  
 Last Ten Fiscal Years

	<u>2015</u>	<u>2014</u>	<u>2013</u>
Contractually required contributions	\$ 344,331	\$ 317,098	\$ 325,083
Contributions in relation to the contractually required contributions	<u>344,331</u>	<u>317,098</u>	<u>325,083</u>
	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
District's covered-employee payroll	\$ 1,560,956	\$ 1,465,300	\$ 1,529,252
Contributions as a percentage of its covered-employee payroll	22.06%	21.64%	21.26%

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, governments should present information for those years which information is available.

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

Notes to Required Supplementary Information

For the Year Ended December 31, 2015

### **Budgets and Budgetary Controls**

Annual budgets are prepared each year for the operations of the fire district. 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, at the annual fire district election held on the third Saturday in February. 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 basis of accounting and generally accepted accounting principles. Encumbrance accounting is also employed as an extension of formal budgetary integration in the governmental fund types. Unencumbered appropriations lapse at fiscal year end.

### **Police and Firemen's Retirement System (PFRS)**

#### **Basis of Presentation**

The amounts presented in the Schedules were prepared in accordance with U.S. generally accepted accounting principles. The numbers were derived in a report provided by KPMG dated April 19, 2016. The full report is available by the State of New Jersey, Division of Pension and Benefits. Such preparation requires management of PFRS to make a number of estimates and assumptions relating to the reported amounts. Due to the inherent nature of these estimates, actual results could differ from those estimates.

#### **Changes of Benefit Terms**

The vesting and benefit provisions are set by N.J.S.A. 43:16A. PFRS provides retirement, death and disability benefits. All benefits vest after ten years of service, except disability payments which vest after four years of service.

#### **Changes of Assumptions**

Mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected one year using Projection Scale AA and one year using Projection Scale BB for male service retirements with adjustments for mortality improvements from the base year based on Projection Scale BB. Mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected fourteen years using Projection Scale BB for female service retirements and beneficiaries with adjustments for mortality improvements from the base year of 2014 based on Projection Scale BB.

The actuarial assumptions used in the July 1, 2014 valuation were based on the results of an actuarial experience study for the period July 1, 2010 to June 30, 2013.

OTHER SUPPLEMENTARY INFORMATION

**HAMILTON TOWNSHIP FIRE DISTRICT No. 3**  
Schedule of Supplemental Fire Services Grant Expenditure Report  
For the Year Ended December 31, 2015

REVENUE

State of New Jersey Supplemental Fire Services Grant \$ 14,199

Total revenue \$ 14,199

EXPENDITURES

Emergency equipment and fire gear \$ 14,199

Total expenditures \$ 14,199



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 Fire Commissioners  
Hamilton Township Fire District No. 3  
Hamilton, New Jersey

We 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 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, the financial statements of the governmental activities and each major fund of Hamilton Township Fire District No. 3 as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise Hamilton Township Fire District No. 3's basic financial statements and have issued our report thereon dated September 16, 2016.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Hamilton Township Fire District No. 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 our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Hamilton Township Fire District No. 3's internal control. Accordingly, we do not express an opinion on the effectiveness of the Hamilton Township Fire District No. 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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Hamilton Township Fire District No. 3'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*.

We noted certain matters that we reported to management of Hamilton Township Fire District No. 3 in a separate letter dated September 16, 2016.

**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.

*DePietto & DePietto, LLC*

Holland, Pennsylvania  
September 16, 2016

## **HAMILTON TOWNSHIP FIRE DISTRICT No. 3**

General Comments and Recommendations

For the Year Ended December 31, 2015

This section identifies any material weaknesses and significant deficiencies in internal control and instances of non-compliance related to the December 31, 2015 financial statements that are required to be reported in accordance with *Government Auditing Standards* and with audit requirements as prescribed by the Bureau of Authority Regulation, Division of Local Government Services, Department of Community Affairs, State of New Jersey.

### **Section I - Summary of Audit Results**

1. The auditor's report expresses an unqualified opinion on the financial statements of Hamilton Township Fire District No. 3.
2. There were no material weaknesses identified and there were no significant deficiencies reported relating to the audit of the financial statements as reported in the 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*.
3. There were no instances of noncompliance or other matters reported relating to the audit of the financial statements as reported in the 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*.

### **Section II – Financial Statement Findings – Current Year**

None

### **Section III – Financial Statement Findings - Current Year Status of Prior Year Findings**

None