

COMMERCIAL TOWNSHIP
FIRE DISTRICT NO. 2
COUNTY OF CUMBERLAND
REPORT OF AUDIT
DECEMBER 31, 2014

COMMERCIAL TOWNSHIP FIRE DISTRICT NO. 2

COUNTY OF CUMBERLAND

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COUNTY OF CUMBERLAND

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The following officials were in office during 2014:

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT OF SURETY BOND</u>
<u>Board of Commissioners</u>		
Ron Sutton	Chairman	
Fred Hundt	Vice-Chairman	
Leslie Berry	Treasurer	\$375,000 *
Joe Klaudi	Secretary	
Mark Sheppard	Commissioner	

* Crime Bond - Blanket Policy

FINANCIAL SECTION

NIGHTLINGER, COLAVITA & VOLPA

A Professional Association

Certified Public Accountants

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February 24, 2015

INDEPENDENT AUDITOR'S REPORT

President and Members of the
Commercial Township Fire District No. 2
County of Cumberland
Mauricetown, New Jersey

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Commercial Township Fire District No. 2 ("the Fire District"), County of Cumberland, State of New Jersey as of and for the year ended December 31, 2014, which collectively comprise the Fire District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these basic financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in **Government Auditing Standards**, issued by the Comptroller General of the United States; and in compliance with audit requirements as prescribed by the Bureau of Authority Regulation, Division of Local Government Services, 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Opinions

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the Commercial Township Fire District No. 2, County of Cumberland, State of New Jersey, as of December 31, 2014, and the respective changes in financial position thereof and for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the accompanying Management Discussion and Analysis on pages 5 through 12 along with budgetary comparison information on pages 31 through 32 and page 35 as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Fire District's basic financial statements as a whole. The related major fund supporting statements and schedules listed in the table of contents are also presented for purposes of additional analysis and are not a required part of the basic financial statements. These statements and schedules have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with **Government Auditing Standards**, we have also issued our report dated February 24, 2015 on our consideration of the Fire District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreement 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** and should be considered in assessing the results of our audit.

Respectfully submitted,

NIGHTLINGER, COLAVITA & VOLPA, P.A.

Raymond Colavita, C.P.A.
Registered Municipal Accountant

NIGHTLINGER, COLAVITA & VOLPA

A Professional Association
Certified Public Accountants

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February 24, 2015

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITOR'S REPORT

President and Members of the
Commercial Township Fire District No. 2
County of Cumberland
Mauricetown, New Jersey

We have audited the financial statements of the governmental activities and each major fund of the Commercial Township Fire District No. 2 (the "Fire District"); County of Cumberland, State of New Jersey, as of and for the year ended December 31, 2014, which collectively comprise the Commercial Township Fire District No. 2, County of Cumberland, State of New Jersey's basic financial statements and have issued our report thereon dated February 24, 2015. 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 requirements as prescribed by the New Jersey Division of Local Government Services – Bureau of Authority Regulation.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Fire District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Fire District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Fire District's internal control over financial reporting.

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 misstatement on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance

Our consideration of internal control over financial reporting was for the limited purposes described in the paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. We did not identify any deficiency in internal control over financial reporting, described in the accompanying schedule of findings and recommendation that we consider to be a significant deficiency in internal control over financial reporting.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Fire District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under **Government Auditing Standards** or audit requirements as prescribed by the New Jersey Division of Local Government Services – Bureau of Authority Regulation.

Purpose of this Report

This report is intended for the information of the audit committee, management, federal and state awarding agencies and pass-through entities and the Bureau of Authority Regulation. However, this report is a matter of public record.

Respectfully submitted,

NIGHTLINGER, COLAVITA & VOLPA, P.A.

Raymond Colavita, C.P.A.
Registered Municipal Accountant

REQUIRED SUPPLEMENTARY INFORMATION – PART I

COMMERCIAL TOWNSHIP FIRE DISTRICT NO. 2
COUNTY OF CUMBERLAND
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2014
UNAUDITED

As management of the Commercial Township Fire District No. 2, we offer readers of the Fire District's financial statements this narrative overview and analysis of the financial activities of the Fire District for the year ended December 31, 2014. The intent of this discussion and analysis is to look at the Fire District's financial performance as a whole. Readers should also review the information furnished in the notes to the basic financial statements along with the financial statements to enhance their understanding of the Fire District's financial performance. This presentation is in conformance with GASB 34, which provides more detailed comparisons to prior year financial information.

Financial Highlights

- The assets of Commercial Township Fire District No. 2 exceeded its liabilities at the close of the most recent year by \$226,846, which constitutes Net Position.
- As of the close of the current year, the Fire District's governmental funds reported ending fund balances of \$148,084, an increase of \$20,015 in comparison with the prior year.

Overview of Financial Statements

This discussion and analysis is intended to serve as an introduction to the Commercial Township Fire District No. 2's basic financial statements, which comprise three components: (1) district-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements.

District-wide Financial Statements. The district-wide financial statements are designed to provide readers with a broad overview of the Commercial Township Fire District No. 2's finances, in a manner similar to a private sector business, as well as longer-term view. They also reflect what funds remain available for future spending.

The Statement of Net Position presents information on all of the Fire District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Fire District is improving or deteriorating.

The Statement of Activities presents information showing how the Commercial Township Fire District No. 2's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

Thus, revenues and expenses are reported in this statement for certain items that will result in cash flows in future periods.

Both of the district-wide financial statements distinguish functions of the Commercial Township Fire District No. 2 that are principally supported by taxes and intergovernmental revenues (governmental activities). The activities of the Fire District include fire-fighting/suppression services that are provided to the citizens of the Mauricetown area of Commercial Township.

Fund Financial Statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Commercial Township Fire District No. 2, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of Fire District No. 2 constitute one fund type, which is the governmental fund type.

Governmental Funds. All of the Commercial Township Fire District No. 2's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called the modified accrual basis of 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 Fire District's general government operations and the basic services it provides. Government fund information provides insight as to determining a range of financial resources available to finance fire-fighting/suppression services in the near future.

The Commercial Township Fire District No. 2 may maintain a maximum of four individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the general fund, special revenue fund, capital projects fund, and the debt service fund. At present, it is only necessary to maintain a general fund.

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.

Also, Commercial Township Fire District No. 2 adopts an annual budget in accordance with N.J.S.A. 40A:14:78-3. Budgetary comparison schedules have been provided to demonstrate compliance regarding spending within the budget, as well as provide management with a planning tool to achieve the goals of the District.

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 notes to financial statements are an integral part of the financial statements.

District-wide Financial Analysis

The Net Position reported each year, and amount of change thereon, provide a useful indicator of a government's financial position. In the case of the Commercial Township Fire District No. 2, Assets exceeded Liabilities by \$226,846 at the close of the most recent year.

Statement of Net Position

Table 1 provides a comparative summary of the Fire District's Net Position for the years ended in 2014 and 2013.

**Table 1
Net Position**

	<u>2014</u>	<u>2013</u>
Assets		
Cash	\$ 154,660	\$ 128,098
Accounts Receivable		624
Capital Assets	118,148	121,246
Prepaid Expense	7,878	13,171
Total Assets	<u>280,686</u>	<u>263,139</u>
Liabilities		
Accounts Payable	2,290	2,060
Due LOSAP	5,000	10,400
Reserve for LOSAP	7,164	1,364
Accrued Interest on Lease	618	1,197
Long-term Capital Lease	38,768	75,179
Total Liabilities	<u>53,840</u>	<u>90,200</u>
Net Position	<u>226,846</u>	<u>172,939</u>
Analysis of Net Position		
Invested in Capital Assets, Net of Related Debt	79,380	46,067
Restricted	107,250	94,000
Unrestricted	40,216	32,872
Total net position	<u>\$ 226,846</u>	<u>\$ 172,939</u>

In total, net position of governmental activities increased by \$53,907.

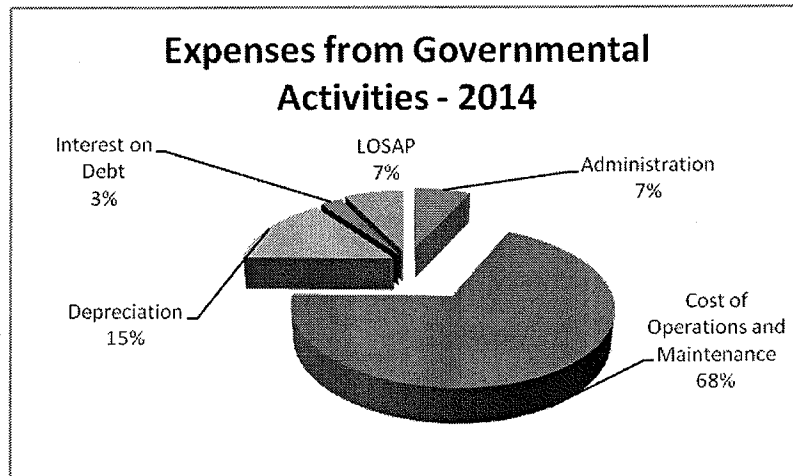
Governmental Activities. The Statement of Activities shows the cost of the governmental activities program services and the charges for services and grants offsetting those services. Table 2 shows the changes in Net Position for 2014 and 2013.

**Table 2
Statement of Activities**

	<u>2014</u>	<u>2013</u>
Expenses		
Operating Expenses		
Administration	\$ 9,748	\$ 9,958
Cost of Operations and Maintenance	94,922	106,693
Depreciation Expense	20,498	20,208
Interest on Capital Lease	3,641	5,885
LOSAP Contribution	10,000	10,000
Total Program Expenses	<u>138,809</u>	<u>152,744</u>
Program Revenues		
Operating Grants & Contributions	262	262
Net Program Expenses	<u>138,547</u>	<u>152,482</u>
Taxes:		
Property Taxes, Levied for General Purpose	192,245	181,050
Unrestricted Investment Earnings	209	211
Total General Revenues	<u>192,454</u>	<u>181,261</u>
Increase in Net Position	53,907	28,779
Net Position, January 1	<u>172,939</u>	<u>144,160</u>
Net Position, December 31	<u>\$ 226,846</u>	<u>\$ 172,939</u>

Property taxes constituted 99% of Fire District revenues for the year 2014.

The following chart depicts the allocation of Fire District expenses for the year 2014:



Financial Analysis of the Government Funds

As previously stated, the Commercial Township Fire District No. 2 uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Fund. The focus of the Fire District's governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the Commercial Township Fire District No. 2's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year and as a useful measure of permitting a governmental unit to maintain cash flow in anticipation of tax collections.

As of the end of the current year, the Commercial Township Fire District No. 2's governmental funds reported combined ending fund balances of \$148,084. This ending fund balance represents \$40,834 in unassigned funds and \$500 in restricted funds designated for future capital outlay. The remaining balance of \$106,750, is comprised of funds designated to support the 2015 operating budget and the down payment for a new fire truck in the amount of \$750 and \$106,000 respectively.

The general fund is the main operating fund utilized and possesses the resources of the District.

Revenues increased \$11,193 from the previous year, primarily from an increase in the Tax Levy of \$11,195. Operating expenditures increased \$5,420 over the same time period, which reflects minor increases in the Fire District's operating needs.

Capital Projects Fund

There were no open capital projects, therefore, the District was not required to maintain a capital projects fund.

General Fund Budgetary Highlights

During the course of the 2014 year the Commercial Township Fire District No. 2 modified its general fund budget in conformance with statute through budget transfers approved in the minutes. None of these transfers were considered material.

The original budgetary revenue estimate of \$151,614 was the same as the final budget. This amount was made up entirely of property taxes (local tax levy). The Debt Service portion of the Tax Levy was \$40,631.

The original operating budgetary estimate of \$151,614 was the same as the final budget for planned expenditure appropriations.

Capital Assets and Debt Administration

Commercial Township Fire District No. 2's investment in capital assets for its governmental activities as of December 31, 2014 amounts to \$1,089,126, with accompanying accumulated depreciation of \$970,978, resulting in net capital assets of \$118,148.

CAPITAL ASSETS
NET OF ACCUMULATED DEPRECIATION

	<u>2014</u>		<u>2013</u>
Vehicle	\$ 100,000	\$	120,000
Equipment	18,148		1,246
Total Capital Assets	<u>\$ 118,148</u>	<u>\$</u>	<u>121,246</u>

Long-Term Obligations

As of the end of 2014, the Commercial Township Fire District No. 2 had no bonded debt and \$38,768 in obligations under a capital lease agreement.

Economic Factors and Next Years Budget

For the 2014 year the Commercial Township Fire District No. 2 was able to sustain its budget through the district tax levy and other sources of revenue.

The Board of Fire Commissioners adopted the 2014 budget on January 5, 2015 and the voters subsequently approved the budget at the annual fire district election held on February 21, 2015.

The Fire District's budget is prepared according to New Jersey law, and is based on accounting for certain transactions on a basis of accrual accounting.

Contacting the Fire District's Financial Management

This financial report is designed to provide our patrons, citizens, taxpayers, and creditors with a general overview of the Fire District's finances and to show the Fire District's accountability for the money it receives. If you have questions about this report or need additional information, contact, Joseph Klaudi, Secretary, Commercial Township Fire District No. 2, Commercial Township, NJ.

BASIC FINANCIAL STATEMENTS

DISTRICT-WIDE FINANCIAL STATEMENTS

COMMERCIAL TOWNSHIP FIRE DISTRICT NO. 2
STATEMENT OF NET POSITION
DECEMBER 31, 2014

	<u>Governmental</u>
	<u>Activities</u>
ASSETS	
Cash and Cash Equivalents	\$ 154,660
Prepaid Expenses	7,878
Capital Assets, net	118,148
Total Assets	<u>280,686</u>
LIABILITIES	
Accounts Payable	2,290
Accrued Interest Payable	618
Due to LOSAP Fund	5,000
Lease Debt Due Within One Year (Note 5)	38,768
Noncurrent Liabilities:	
Reserve for LOSAP	7,164
Total Liabilities	<u>53,840</u>
NET POSITION	
Invested in Capital Assets, Net of Related Debt	79,380
Restricted:	
Other Purposes	107,250
Unrestricted	40,216
Total Net Position	<u>\$ 226,846</u>

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

COMMERCIAL TOWNSHIP FIRE DISTRICT NO. 2
STATEMENT OF ACTIVITIES
DECEMBER 31, 2014

	<u>Governmental Activities</u>
Expenses:	
Operating Appropriations:	
Administration	\$ 9,748
Cost of Operations and Maintenance	94,922
Depreciation Expense	20,498
Length of Service Award Program (LOSAP) - Contribution (P.L. 1997, c. 388)	10,000
Interest on Capital Lease	3,641
	<hr/>
Total Program Expenses	138,809
Program Revenues:	
Operating Grants and Contributions	262
	<hr/>
Net Program Expenses	138,547
	<hr/>
General Revenues:	
Taxes:	
Property Taxes, Levied for General Purposes	192,245
Miscellaneous Revenues - Interest Earned	209
	<hr/>
Total General Revenues	192,454
	<hr/>
Increase in Net Position	53,907
Net Position, January 1	172,939
	<hr/>
Net Position, December 31	\$ 226,846
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The accompanying Notes to Financial Statements are an integral part of this statement.

FUND FINANCIAL STATEMENTS

COMMERCIAL TOWNSHIP FIRE DISTRICT NO. 2
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2014

	General Fund	Debt Service Fund	Total Governmental Funds
ASSETS			
Cash and Cash Equivalents	\$ 154,660	\$	\$ 154,660
Prepaid Expenses	7,878		7,878
Total Assets	\$ 162,538	\$	\$ 162,538
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts Payable	\$ 2,290	\$	\$ 2,290
Due to LOSAP Fund	5,000		5,000
Reserve for LOSAP	7,164		7,164
Total Liabilities	14,454	\$	14,454
Fund Balances:			
Assigned Fund Balance:			
Designated for Subsequent			
Years Expenditures	750		750
Down Payment for Fire Truck	106,000		106,000
Restricted for:			
Future Capital Outlay	500		500
Unassigned, Reported in:			
General Fund	40,834		40,834
Total Fund Balances	148,084	\$	148,084
Total Liabilities and Fund Balances	\$ 162,538	\$	

Amounts reported for *governmental activities* in the statement of net position (A-1) are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. The cost of the assets is \$1,089,126 and the accumulated depreciation is \$970,978. (Note 3) 118,148

Accrued interest on the Capital lease is not paid within the current period and therefore, not reported in the Governmental Funds. (618)

Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds (see Note 5). (38,768)

Net Position of governmental activities \$ 226,846

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

COMMERCIAL TOWNSHIP FIRE DISTRICT NO. 2
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2014

	General Fund	Debt Service Fund	Total Governmental Funds
REVENUES			
Miscellaneous Revenues:			
Interest Earned	\$ 209	\$	\$ 209
Operating Grant Revenue	262		262
Amount to be Raised by Taxation	151,614	40,631	192,245
Total Revenues	152,085	40,631	192,716
EXPENDITURES			
Operating Appropriations:			
Administration	9,748		9,748
Cost of Operations and Maintenance	112,322		112,322
Length of Service Award Program (LOSAP) - Contribution (P.L. 1997, c. 388)	10,000		10,000
Capital Lease Principal		36,411	36,411
Capital Lease Interest		4,220	4,220
Total Expenditures	132,070	40,631	172,701
Excess (Deficiency) of Revenues Over Expenditures	20,015		20,015
OTHER FINANCING SOURCES (USES)			
Total Other Financing Sources and Uses			
Net Change in Fund Balances	20,015		20,015
Fund Balance—Jan 1	128,069		128,069
Fund Balance—Dec 31	\$ 148,084	\$	\$ 148,084

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