

WOODBRIAGE TOWNSHIP FIRE DISTRICT #8

Audit Report

For the Years Ended December 31, 2018 and 2017

BART & BART  
Certified Public Accountants

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# **BART & BART** *Certified Public Accountants*

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104 Main Street, Woodbridge, NJ 07095

(732) 634 -5680 FAX (732) 602 -1059

## **INDEPENDENT AUDITOR'S REPORT**

Board of Fire Commissioners  
Woodbridge Township Fire District #8  
Hopelawn, NJ 08861

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

We have audited the accompanying basic financial statements of the various funds of the Woodbridge Township Fire District #8 (the District), as of and for the year ended December 31, 2018, and the related notes to the basic 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 U.S. generally accepted accounting principles; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. 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 judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Board of Fire Commissioners  
Woodbridge Township Fire District #8

**Opinion**

In our opinion, the aforementioned financial statements present fairly, in all material respects, the financial position of the various funds of the Hopelawn Fire District #8 at December 31, 2018 , and the results of operations for the years then ended, on the basis of accounting described in Note #1.

**Other Matters**

**Required Supplementary Information**

U.S. generally accepted accounting principles require that the management's discussion and analysis on pages 2 and 3 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 Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated June XX, 2019, on our consideration of the District'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 and should be considered in assessing the results of our audit.

**Predecessor Auditor**

The Financial statements of the District as of and for the year ending December 31, 2017, and the related notes to the basic financial statements were audited by a predecessor auditor, who issued an unmodified opinion dated October 31, 2018



Bart & Bart, CPAs

July 10, 2019

# BART & BART *Certified Public Accountants*

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104 Main Street, Woodbridge, NJ 07095

(732) 634 -5680 FAX (732) 602 -1059

Report on Compliance and on Internal Control over Financial Reporting  
Based on an Audit of Financial Statements  
Performed in Accordance with Government Auditing Standards

Board of Fire Commissioners  
Woodbridge Township Fire District #8  
Hopelawn, NJ 08861

We have audited the financial statements of Woodbridge Township Fire District #8, Woodbridge Township, New Jersey, for the year ended December 31, 2018, and have issued our report thereon dated June XX, 2019. 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 audit requirements as prescribed by the State of New Jersey.

Internal Control Over Financial Reporting

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

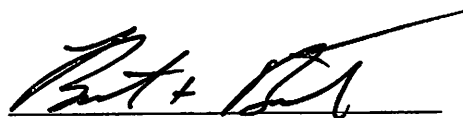
Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies in internal over financial reporting that we consider to be material weaknesses as defined above. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses as defined above.

Board of Fire Commissioners  
Woodbridge Township Fire District #8  
Hopelawn, NJ 08861  
Page two

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants' 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 that are required to be reported under Government Auditing Standards, and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

This report is intended solely for the information and use of the members of the District and its management and for filing with the Division of Local Government Services, Department of Community Affairs, State of New Jersey and is not intended to be and should not be used by anyone other than these specified parties.



Bart & Bart, CPA's

Woodbridge, NJ  
July 10, 2019

WOODBRIIDGE TOWNSHIP FIRE DISTRICT NO. 8  
MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Year Ended December 31, 2018

Unaudited

This discussion and analysis of Woodbridge Township Fire District No. 8's financial performance provides an overall review of the District's financial activities for the year ended December 31, 2018. The intent of this 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.

Financial Highlights

Key financial highlights for 2018 as compared to 2017 are as follows:

	<u>As of December 31,</u>	
	<u>2018</u>	<u>2017</u>
Total Assets and Deferred Outflow of Resources	\$ 991,468	\$ 931,478
Capital Assets - Net	<u>1,351,151</u>	<u>1,464,982</u>
<b>Total Assets</b>	<b><u>\$ 2,342,619</u></b>	<b><u>\$ 2,396,460</u></b>
Total Current Liabilities	545,503	505,434
Noncurrent Liabilities		
Net Defined Pension Liability and Deferred Outflows of Resources	167,208	181,683
Total Liabilities, Reserves and Deferred Inflows of Resources	<u>\$ 712,711</u>	<u>\$ 687,117</u>
Net Position		
Restricted:		
Invested in Capital Assets	1,351,151	1,464,982
Unreserved (Deficit)	<u>278,757</u>	<u>244,361</u>
<b>Net Position</b>	<b><u>\$ 1,629,908</u></b>	<b><u>\$ 1,709,343</u></b>

Comparative Statement of Revenues, Expenses and Change in Net Position

There was an increase in Operating Revenues from taxation. The Revenue increased \$53,042 or .06% from the prior year due to an increase in the voter approved Tax Levy.

Operating Expenses increased \$112,562 or 21% from the prior year. Depreciation charged has decreased by \$99,831.

Total Operating Revenues less Total Operating Expenses produced a surplus of \$69,853.

WOODBIDGE TOWNSHIP FIRE DISTRICT NO. 8  
MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Year Ended December 31, 2018

Unaudited

Comparative Statement of Revenues, Expenses and Change in Net Position  
(Continued)

Net Position as of December 31, 2018 decreased \$79,843 from \$1,709,343 to \$1,629,908, primarily as a result of pension liability accruals required by the implementation of GASB 68.

	<u>Year Ending December 31,</u>	
	<u>2018</u>	<u>2017</u>
Total Operating Revenues	\$ <u>928,175</u>	\$ <u>875,133</u>
Operating Expenses	794,292	678,730
Operating Income/(Loss)	133,883	196,403
Revenue Offsets	(19,500)	(26,060)
Capital Appropriations	<u>(45,000)</u>	<u>(130,173)</u>
Total Operating surplus	\$ <u>69,383</u>	\$ <u>40,170</u>

The following table shows the available fund balance maintained by the district, net of the required pension accruals:

	<u>Year Ending December 31,</u>	
	<u>2018</u>	<u>2017</u>
Net Position	\$ 278,757	\$ 244,361
Less: Deferred Outflow of Resources	(31,555)	(46,149)
Add: Deferred Inflow of Resources	51,705	43,228
Net Pension Liability	<u>115,503</u>	<u>138,455</u>
Available Fund Balance	\$ <u>414,410</u>	\$ <u>379,895</u>

Uniform Fire Safety Act revenues decreased \$1,602. Earnings on investments decreased \$132 and miscellaneous income decreased \$250. District taxes increased \$19,539.

WOODBIDGE TOWNSHIP FIRE DISTRICT NO. 8  
MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Year Ended December 31, 2018

Unaudited

Financial Highlights (Continued)

The following table shows the history of the past ten years property tax levies per \$100 of assessed valuations on property within the District:

<u>Fiscal Year</u>	<u>Assessed Valuations</u>	<u>Total Tax Levy</u>	<u>Property Tax Rates</u>
2019	\$100,416,500	\$ 896,858	\$ .869
2018	100,303,500	874,873	.870
2017	100,503,500	867,834	.860
2016	98,016,000	798,086	.846
2015	96,054,100	798,086	.746
2014	91,298,600	718,618	.735
2013	92,970,400	675,975	.730
2012	92,849,700	655,460	.705
2011	94,223,000	623,867	.662
2010	95,088,400	599,821	.631

The District had \$858,792 in expenses, an increase of \$154,002. Administration costs increased \$24,677. Costs of operations increased \$90,886. Capital expenditures increased \$45,000. General revenues and fund balance were adequate to provide for these expenses.

For further information, contact Ms. Maria Bucsanszky, E.A., Clerk for the Board of Fire Commissioners, District #8, at PO Box 320, 418 School Street, Woodbridge, NJ 07095.

**Woodbridge Township Fire District # 8**

**SCHEDULE OF PROPORTIONATE SHARE OF PERS NET PENSION LIABILITY (NPL)  
DETERMINED AS OF JUNE 30, 2018, PERS MEASUREMENT DATE**

Fiscal Year	District's Proportion	District's Proportion	District's Covered Payroll	District's Proportionate Share of NPL as a % of Covered Payroll
2018	0.0005%	\$ 115,503	\$ 36,392	317 %
2017	0.0005%	138,455	41,200	336%
2016	0.0006 %	198,162	44,450	445%
2015	0.0005 %	129,377	46,024	281%

**SCHEDULE OF CONTRIBUTIONS**

Fiscal Year	Required Contribution	Contributions Recognized by PERS	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a % of Covered Payroll
2018	\$ 5,510	\$ 5,835	\$ 325	\$ 36,392	16.0 %
2017	5,944	5,944	-	41,200	14.1%
2016	4,955	4,955	-	44,450	11.1%
2015	4,549	4,549	-	46,402	9.8%

**SCHEDULE OF CHANGES IN TOTAL NET PENSION LIABILITY**

Fiscal Year	Beginning Balance Total Net Pension	Difference between Expected & Actual	Change of Assumptions	Difference between Expected & Actual Earnings	Change in Proportion & Actual Less Proportionate Share	Other Changes and Reclassifications	Ending Balance Total Net Pension Liability
2018	\$ 138,455	\$ 1,607	\$ (17,899)	\$ -	\$ (3,175)	\$ (3,685)	\$ 115,303
2017	198,612	3,260	22	943	(1,389)	(62,548)	138,455
2016	129,327	3,685	41,049	7,556	15,722	823	198,162
2015	103,313	3,086	13,894	57	(94)	2,971	129,327

The Pension Schedules are intended to show information for ten years. The State of New Jersey has issued four years of pension information to the Authority. Additional years' information will be displayed as it becomes available.

Woodbridge Township Fire District #8General FundComparative Statement of Net Position

	<u>December 31,</u>	
<u>ASSETS</u>	<u>2018</u>	<u>2017</u>
Cash	\$ <u>959,913</u>	\$ <u>885,329</u>
Total Assets	959,913	885,329
Deferred Outflow of Resources		
Deferred Amount of Net Pension Liability	<u>31,555</u>	<u>46,149</u>
Total Assets and Deferred Outflow of Resources	\$ <u>991,468</u>	\$ <u>931,478</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Liabilities and Reserves:		
Accounts Payable	9,901	14,832
Reserve for Capital Expenditures	535,602	490,602
Net Pension Liability	<u>115,503</u>	<u>138,455</u>
Total Liabilities and Reserves	661,006	643,889
Deferred Inflow of Resources	<u>51,705</u>	<u>43,228</u>
Total Liabilities, Reserves and Deferred Inflows of Resources	\$ <u>712,711</u>	\$ <u>687,117</u>
 Net Position:		
Unrestricted	<u>278,757</u>	<u>244,361</u>
Total Net Position	<u>278,757</u>	<u>244,361</u>
Total Liabilities, Reserves and Net Position	\$ <u>991,468</u>	\$ <u>931,478</u>

See accompanying accountant's reports and notes to financial statements.

## EXHIBIT 2

Woodbridge Township Fire District #8  
General Fund  
Statement of Activities and Changes in Net Position  
For the Year Ended December 31, 2018  
With Comparative Actual Amounts for the Period Ended December 31, 2017

	<u>2018</u>			<u>2017</u>
	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Actual</u>
Revenues and Other				
<u>Financing Sources:</u>				
Miscellaneous Revenues:				
Uniform Fire Safety Act				
- Annual Registration Fees	\$ 16,815	\$ 14,474	\$ (2,341)	\$ 18,742
- Other Fees, Penalties, Fines, etc.	-	2,666	2,666	-
Supplemental Fire Services Act				
Earnings on Investments and Deposits	2,000	1,625	(375)	1,757
Miscellaneous Income	<u>783</u>	<u>250</u>	<u>(533)</u>	<u>          </u>
Total Miscellaneous Revenues	<u>19,598</u>	<u>19,015</u>	<u>(583)</u>	<u>20,499</u>
Fund Balance Appropriated	34,987	34,987	-	-
Retirement Reserve	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Total Fund Balance & Reserve Appropriated	34,987	34,987	-	-
District Taxes	<u>874,173</u>	<u>874,173</u>	<u>          </u>	<u>854,634</u>
Total Revenues and Other Financing Sources	<u>\$ 928,758</u>	<u>\$ 928,175</u>	<u>\$ (583)</u>	<u>\$875,133</u>
<u>Expenditures:</u>				
Current Operating				
Appropriations	\$ 866,943	\$ 794,292	\$ 72,651	\$ 678,730
Appropriations Offset with Revenue:				
Uniform Fire Safety Act	16,815	19,500	(2,685)	26,060
Capital Appropriations	<u>45,000</u>	<u>45,000</u>	<u>          </u>	<u>130,173</u>
Total Expenditures	<u>928,758</u>	<u>858,792</u>	<u>69,966</u>	<u>834,963</u>
Excess of Revenue over Expenditure	-	69,383	69,383	40,170
Less: Fund Balance Utilized	(34,987)	(34,987)	-	-
Reserves Utilize	-	-	-	-
Transfer to General Fund Assets Account Group	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Net Position, Beginning of Year	<u>244,361</u>	<u>244,361</u>	<u>          </u>	<u>204,191</u>
Net Position, End of Year	<u>\$ 209,374</u>	<u>\$ 278,757</u>	<u>\$ 69,383</u>	<u>\$ 244,361</u>

See accompanying accountant's reports and notes to financial statements.

Woodbridge Township Fire District #8General FundStatement of Expenditures Compared to BudgetFor the Year Ended December 31, 2018With Comparative Actual Amounts for the Period Ended December 31, 2017

	<u>2018</u>		<u>Variance: Favorable (Unfavorable)</u>	<u>2017</u>
	<u>Budget</u>	<u>Actual</u>		<u>Actual</u>
<b>ADMINISTRATION:</b>				
Salaries and Wages	\$ 100,000	\$ 91,298	\$ 8,702	\$ 89,682
Fringe Benefits	28,695	27,693	1,002	15,478
Election	1,500	1,409	91	755
Office Expenses	13,150	11,630	1,520	10,313
Professional Services	28,000	25,472	2,528	23,348
Outside Services	9,600	9,085	515	2,000
Contingent				<u>335</u>
<b>Total Administration</b>	<b><u>\$180,945</u></b>	<b><u>\$ 166,587</u></b>	<b><u>\$ 14,358</u></b>	<b><u>\$ 141,911</u></b>
<b>COST OF OPERATIONS:</b>				
Insurance	65,500	65,059	441	46,866
Maintenance and Repairs	89,825	68,245	21,580	98,485
Hydrant Services	70,000	65,451	4,549	69,397
Training and Education	20,000	5,375	14,625	63,449
Equipment and Training	77,000	75,711	1,289	
Utilities	29,000	22,630	6,370	26,267
Fuel				
Mutual Services Agreement	42,000	40,704	1,296	44,204
Radio Agreements	20,000	20,000	-	20,000
LOSAP	30,000	28,050	1,950	22,825
Fire Protection Agreement	35,000	35,000	-	49,370
Fireservice Duty Crew	101,000	100,600	400	-
Lease	85,173	85,173	-	80,000
Computers/Internet/Equipment	12,000	8,246	3,754	15,956
Joint Board	3,500	3,250	250	-
Weather	<u>6,000</u>	<u>4,211</u>	<u>1,789</u>	
<b>Total Cost of Operations</b>	<b><u>685,998</u></b>	<b><u>627,705</u></b>	<b><u>58,293</u></b>	<b><u>536,819</u></b>
<b>Total Current Operating Exps.</b>	<b><u>866,943</u></b>	<b><u>794,292</u></b>	<b><u>72,651</u></b>	<b><u>678,730</u></b>
<b>EXPENSES OFFSET WITH REVENUE</b>				
Uniform Fire Safety Act, (PL 1983, Ch. 383): Other Expenses	<u>16,815</u>	<u>19,500</u>	<u>(2,685)</u>	<u>26,060</u>
<b>Total Operating Appropriations</b>	<b><u>\$ 883,758</u></b>	<b><u>\$ 813,792</u></b>	<b><u>\$ 69,966</u></b>	<b><u>\$ 704,790</u></b>
<b>CAPITAL APPROPRIATIONS:</b>				
Reserve-Future Capital Outlays	<u>45,000</u>	<u>45,000</u>		
<b>Total Capital Appropriations</b>	<b><u>45,000</u></b>	<b><u>45,000</u></b>		
<b>Total Appropriations</b>	<b><u>\$ 928,758</u></b>	<b><u>\$ 858,792</u></b>	<b><u>\$ 69,966</u></b>	<b><u>\$ 704,790</u></b>

See accompanying accountant's reports and notes to financial statements.

Woodbridge Township Fire District #8Capital FundCombining Statement of Amount to be Provided for Retirement of Debt

<u>Purpose</u>	<u>Balance 12/31/2017</u>	<u>Bond Paid by Budget Appropriation</u>	<u>Balance 12/31/2018</u>
Lease/Purchase of Pierce Pumper	<u>\$461,551</u>	<u>\$71,732</u>	<u>\$389,819</u>
Total	<u>\$461,551</u>	<u>\$71,732</u>	<u>\$389,819</u>

See accompanying accountant's reports and notes to the financial statements.

Woodbridge Township Fire District #8Capital FundComparative Statement of Net Position

<u>ASSETS</u>	<u>2018</u>	<u>2017</u>
Amount to be Provided for Retirement of Debt	<u>\$389,819</u>	<u>\$461,551</u>
Total	<u>\$389,819</u>	<u>\$461,551</u>
 <u>LIABILITIES, RESERVES, AND FUND BALANCE</u>		
Capital Lease Payment	<u>\$389,819</u>	<u>\$461,551</u>
Total Liabilities, Reserves, and Fund Balance	<u>\$389,819</u>	<u>\$461,551</u>

Woodbridge Township Fire District #8  
General Fixed Assets Account Group  
Comparative Statement of Net Position  
December 31, 2018 and 2017

<u>ASSETS</u>	<u>2018</u>	<u>2017</u>
Building:		
Fire House (estimated cost)	\$ 468,644	\$ 468,644
Equipment:		
Vehicles	2,118,985	2,118,985
Equipment	<u>62,904</u>	<u>62,904</u>
Total Assets	2,650,533	2,650,533
Less Accumulated Depreciation:		
Building	273,784	259,918
Equipment & Vehicles	<u>1,011,598</u>	<u>925,633</u>
Total Accumulated Depreciation	<u>1,285,382</u>	<u>1,185,551</u>
Total Net Asset	<u>\$ 1,365,151</u>	<u>\$ 1,464,982</u>
 <u>NET POSITION</u>		
Investment in General Fixed Assets	<u>\$ 1,365,151</u>	<u>\$ 1,464,982</u>

See accompanying accountant's reports and notes to financial statements.

Woodbridge Township Fire District #8  
General Fixed Assets Account Group  
Statement of Activities and Changes in Net Position  
December 31, 2018 and 2017

	<u>2018</u>	<u>2017</u>
<u>Revenues and Other Financing Sources:</u>		
Total Revenues and Other Financing Sources	\$ <u>0</u>	\$ <u>0</u>
<u>Expenditures:</u>		
Depreciation	\$ <u>99,831</u>	\$ <u>124,325</u>
Total Expenditures	<u>99,831</u>	<u>124,325</u>
Deficit of Revenue Over Expenditures	(99,831)	(124,325)
Net Position, Beginning of Year	<u>1,464,982</u>	<u>1,589,307</u>
Net Position, End of Year	<u>\$ 1,365,151</u>	<u>\$ 1,464,982</u>

See accompanying accountant's reports and notes to financial statements.

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Years Ended December 31, 2018 and 2017

**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Woodbridge Township Fire District #8 (The District) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Separate financial statements are provided for the following separate funds:

General Fund - Resources and expenditures for governmental operations of a general nature, including federal and state grant funds, except as otherwise noted.

Capital Fund - Resources and expenditures for the acquisition of general capital facilities, other than those acquired through the general fund, including the status of bonds and notes authorized for said purposes.

General Fixed Assets Account Group - Shows the District's investment in buildings and equipment, net of accumulated depreciation.

The following is a summary of the significant policies:

Basis of Accounting - The modified accrual basis of accounting is followed. Revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the fiscal period. Expenditures are recognized in the period in which the fund liability is incurred, if measurable, except that unearned interest and principal on general obligation debt are accounted for as expenditures in the year becoming due and payable.

Inventories of Supplies - Purchases of materials and supplies are recognized and recorded as expenditures when they are acquired, regardless of when used.

The District has adopted GASB Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not Within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB 67 and 68* ("GASB 73"). Statement No. 73 requires the Authority to present a 10-year schedule of changes in total net pension liability is presented in Required Supplementary Information of these financial statements. The District also implemented GASB Statement No. 82, *Pension Issues*, which requires presentation of covered payroll, defined as payroll on which contributions are based, and ratios that use that measure, in schedules of required supplementary information.

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**CAPITAL ASSETS**

All reported capital assets except for land are depreciated. At December 31, 2018 and 2017, capital assets and the useful lives used for determination of annual depreciation were as follows:

	Balance <u>December 31, 2016</u>	<u>Increase</u>	<u>Decrease</u>	Balance <u>December 31, 2017</u>
Depreciable:				
Buildings & Improvs. \$	468,644	\$ -	-	\$ 468,644
Vehicles & Equipment	<u>2,181,889</u>	_____	_____	<u>2,181,889</u>
	2,650,533	-	-	2,650,533
Less: Accumulated Depreciation	<u>1,061,226</u>	<u>124,325</u>	_____	<u>1,185,551</u>
	<u>\$ 1,589,307</u>	<u>\$ (124,325)</u>	\$ _____	<u>\$ 1,464,982</u>

	Balance <u>December 31, 2017</u>	Current Year's Activity		Balance <u>December 31, 2018</u>
		<u>Increase</u>	<u>Decrease</u>	
Depreciable:				
Buildings & Improvs. \$	468,644	\$ -	\$ -	\$ 468,644
Vehicles & Equipment	<u>2,181,889</u>	_____	_____	<u>2,181,889</u>
	2,650,533	-	-	2,650,533
Less: Accumulated Depreciation	<u>1,185,551</u>	<u>99,831</u>	_____	<u>1,285,382</u>
	<u>\$ 1,464,982</u>	<u>\$ (99,831)</u>	_____	<u>\$ 1,365,151</u>

Depreciation expense for the years ended December 31, 2018 and 2017 were \$99,831 and \$124,355, respectively.

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 2. CASH AND CASH EQUIVALENTS AND INVESTMENTS**

**A. Cash**

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

The State of New Jersey Cash Management Fund is authorized by statute and regulations of the State Investment Council to invest in fixed income and debt securities that mature or are redeemed within one year. Twenty-five percent of the Fund may be invested in eligible securities that mature within two years provided, however, the arbitrage maturity of all investments in the Fund shall not exceed one year. Collateralization of Fund investments is generally not required.

In addition, by regulation of the Division of Local Government Services, fire districts are allowed to deposit funds in Government Money Market Mutual Funds purchased through state registered brokers/dealers and banks.

In accordance with the provisions of the Governmental Unit Deposit Protection Act of New Jersey, public depositories are required to maintain collateral for deposits of public funds that exceed insurance limits as follows:

The market value of the collateral must equal five percent of the average daily balance of public funds or,

If the public funds deposited exceed 75 percent of the capital funds of the depository, the depository must provide collateral having a market value equal to 100 percent of the amount exceeding 75 percent.

All collateral must be deposited with the Federal Reserve Bank, The Federal Home Loan Bank Board or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.00.

The amount on deposit of the District's cash and cash equivalents at December 31, 2018, is as follows:

Checking Account	<u>\$ 959,663</u>
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Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 2. CASH AND CASH EQUIVALENTS AND INVESTMENTS (CONTINUED)**

**B. INVESTMENTS**

New Jersey statutes permit the District to purchase the following investments:

- Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury bills, notes and bonds.
- Government money market mutual funds.
- Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- Bonds or other obligations of the local unit or school districts of which the local unit is a part.
- Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.
- Local government investment pools, such as New Jersey CLASS and the New Jersey Arbitrage Rebate Management Program.
- New Jersey State Cash Management Fund.
- Repurchase agreements of fully collateralized securities, subject to special conditions.

In addition, a variety of State laws permit local governments to invest in a wide range of obligations issued by State governments and its agencies.

**C. RISK ANALYSIS**

All bank deposits, as of the net position date, are entirely insured or collateralized by a collateral pool maintained by public depositories as required by the Governmental Unit Deposit Protection Act.

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 3. PENSION**

Employees participate in the Public Employees' Retirement System of New Jersey (PERS). PERS is a contributory defined benefit public employee retirement system that was established by State statute. The System is sponsored and administered by the Division of Pensions and Benefits. The Systems are considered a cost-sharing, multiple-employer plan. Covered employees are required by statute to contribute a certain percentage of their salary to the Plans. The Division of Pensions bills the District annually for its required contributions.

Following is the total of the District's portion of the PERS and PFRS net pension liabilities, deferred outflows of resources and deferred inflows of resources related to pensions and the pension expense and expenditures for the fiscal year ended December 31, 2018 and 2017.

	<u>2018</u>	<u>2017</u>
Net Pension Liabilities	\$ 115,503	\$ 138,455
Deferred Outflow of Resources	31,115	46,159
Deferred Inflow of Resources	51,705	43,228
Pension Expense	6,354	5,944
Contributions Made	5,510	5,944

PERS is a cost-sharing, multiple-employer defined benefit pension plan. Both provide retirement and disability benefits, annual cost of living adjustments and benefits to plan members and their beneficiaries. As a condition of employment, all District full-time employees are required to be members.

**Plan Description and Benefits - PERS**

PERS members can apply for a service retirement of age 60 if enrolled before November 2, 2008 (Tier 1 or Tier 2), or at age 62 if enrolled on or after November 2, 2008, but before June 28, 2011 (Tier 3 or Tier 4), or at age 65 if enrolled on or after June 28, 2011 (Tier 5) regardless of the amount of service credit earned.

Tier 1, 2 or 3: Annual Benefit = Years of Service Credit, divided by 55, times Final Average Salary (average salary of the last three years of credited service or the highest three fiscal years of credited service, whichever provides the higher benefit). Tier 4 or Tier 5: Annual Benefit = Years of Service Credit, divided by 60, times Final Average Salary (average salary of the last five years of credited service or the highest five fiscal years of credited service, whichever provides the higher benefit). Pension benefits fully vest on reaching 10 years of service. Vested employees who were enrolled prior to July 1, 2007, and who have established 25 years or more of creditable service may retire without penalty at or after age 55 and receive full retirement benefits. PERS also provides death and disability benefits. Benefits are established by State statute.

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 3. PENSION (Continued)**

**Contributions**

Employees contribution rates to PERS governed by P.L. 2011, C. 78, effective June 28, 2011, were increased from 5.5% of salary to 6.5% of salary, and a phase-in to 7.5% of salary over a seven year period. Covered District employees are required by PERS to contribute 7.06% of their salaries. State statute requires the District to contribute an actuarially determined rate which includes the normal cost and the unfunded accrued liability. The amount of the District's contribution is certified each year by PERS on the recommendation of the actuary, who makes an annual actuarial valuation. The valuation is based on a determination of the financial condition of the retirement system. It includes the computation of the present dollar value of benefits payable to former and present members and the present dollar value of future employer and employee contributions, giving effect to mortality among active and retired members and also to the rates of disability, retirement, withdrawal, former service, salary and interest. In accordance with State statute, the long-term expected rate of return on plan investments 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.

**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.

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 3. PENSION (Continued)**

**Assumptions - PERS**

<u>PERS</u>	<u>2018</u>	<u>2017</u>
Inflation Rate	2.25%	2.25%
Through 2026	1.65 - 4.15% Based on Age	1.65 - 4.40% Based on Age
Thereafter	2.65 - 5.15% Based on Age	2.65 - 5.15% Based on Age
Investment Rate of Return	7.00%	7.65%

The discount rate used to measure the total pension liability was 5.11% and 5.00% as of June 30, 2018 and 2017 respectively. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the average of the last five years of contributions made in relation to the last five years of recommended contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future payments of current plan members through 2033. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2033, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

The following presents the District's proportionate share of the PERS net pension liability calculated using the discount rate of 5.66% and 5.00% as of December 31, 2018 and 2017, respectively, as well as what the PERS net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the assumed rate.

**Sensitivity of the Districts Proportionate Share of the PERS Local Share  
Net Pension Liability to Changes in the Discount Rate**

	At 1% decrease <u>(4.66%)</u>	At current discount <u>rate (5.66%)</u>	At 1% increase <u>(6.61%)</u>
2018	<u>\$ 137,448</u>	<u>\$ 115,503</u>	<u>\$ 97,022</u>
	At 1% decrease <u>(4.0%)</u>	At current discount <u>rate (5.0%)</u>	At 1% increase <u>(6.00%)</u>
2017	<u>\$ 171,763</u>	<u>\$ 138,455</u>	<u>\$ 110,706</u>

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 3. PENSION (Continued)**

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension.**

Although the Division administers one cost-sharing multiple-employer defined benefit pension plan, separate (sub) actuarial valuations are prepared to determine the actuarially determined contribution rate by group. Following this method, the measurement of the collective net pension liability, deferred outflows of resources, deferred inflows of resources, and pension expense excluding that attributable to employer-paid member contributions are determined separately for each individual employer of the State and local groups.

To facilitate the separate (sub) actuarial valuations, The Division maintains separate accounts to identify additions, deductions, and fiduciary net position applicable to each group. The allocation percentages presented for each group in the schedule of employer allocations are applied to amounts presented in the schedules of pension amount by employer. The allocation percentages for each group as of June 30, 2018 and 2017, are based on the ratio of each employer's contributions to total employer contributions of the group for the fiscal years ended June 30, 2018 and 2017, respectively.

GASB Statement No. 68, Accounting and Financial Reporting for Pensions, requires participating employers in PERS to recognize their proportionate share of the collective net pension liability, collected deferred outflows of resources, collective deferred inflows of resources and collective pension expense excluding that attributable to employer-paid member contributions. The employer allocation percentage presented in the PERS and PFRS schedule of employer allocations and applied to amounts presented in the PERS schedule of pension amounts by employer are based on the ratio of the contributions as an individual employer to total contributions to the PERS during the years ended June 30, 2018 and 2017. The District's proportionate share of the collective net pension liability as of December 31, 2018 was 0.0005%.

At December 31, 2018 & 2017, the amount recognized as the District's proportionate share of the PERS net pension liability was \$115,502 and \$138,455, respectively. For the years ended December 31, 2018 & 2017, the District recognized PERS pension expense of \$6,354 & \$5,949, respectively.

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 3. PENSION (Continued)**

At December 31, 2018 and 2017, the Agency's deferred outflows of resources and deferred inflows of resources related to the PERS pension are from the following sources:

	<u>2018</u>		<u>2017</u>	
	<u>Deferred Outflows</u>	<u>Deferred Inflows</u>	<u>Deferred Outflows</u>	<u>Deferred Inflows</u>
Difference Between Expected and Actual Experience	\$ 2,203	\$ 596	\$ 3,260	\$ -
Changes of Assumptions	19,033	36,932	27,894	27,792
Net Difference Between Projected and Actual Earning on Pension Plan Investments	-	1,083	943	-
Changes in Proportion and Differences Between District Contributions and Proportionate Share of Contributions	<u>9,919</u>	<u>13,094</u>	<u>14,052</u>	<u>15,431</u>
Total	<u>\$ 31,155</u>	<u>\$ 51,705</u>	<u>\$ 46,149</u>	<u>\$ 43,223</u>

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

Year Ended <u>December 31,</u>	<u>Total</u>
2018	(2,283)
2019	(2,283)
2020	(2,283)
Thereafter	<u>(13,701)</u>
	<u>\$ (20,550)</u>

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**Note 3. PENSION (Continued)**

**BASIS OF ACCOUNTING**

The financial statements of the PERS and PFRS pension fund are prepared on the accrual basis of accounting. Employer contributions are recognized when payable to the fund. Benefits or refunds are recognized when due and payable in accordance with the terms of the fund.

**INVESTMENT VALUATION**

Investments are reported at fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Mortgages are valued on the basis of future principal and interest payments, and are discounted at prevailing interest rates for similar instruments. The fair value of real estate investments is based on independent appraisals. Investments that do not have an established market are reported at estimated fair values.

The State of New Jersey, Department of the Treasury, Division of Investment, issues publicly available financial reports that include the financial statements of the State of New Jersey Cash Management Fund, Common Pension Fund A, Common Pension Fund B, Common Pension Fund D and Common Pension Fund E. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Investment, P.O. Box 290, Trenton, New Jersey 08625-0290. More information on mortality rates and other assumptions, and investment policies, can be found at [www.state.nj.us/treasury/pensions/annrprts.shtml](http://www.state.nj.us/treasury/pensions/annrprts.shtml).

**NOTE 4. Defined Contribution Retirement System (DCRP)**

The Defined Contribution Retirement Plan (DCRP) is a multiple employer defined contribution plan as defined in GASB Statement No. 68. The Plan is administered by The New Jersey Division of Pensions and Benefits (Division). The more significant aspects of the DCRP are as follows:

*Plan Membership and Contributing Employers-* Enrollment in the DCRP is required for state or local officials, elected or appointed on or after July 1, 2007; employees enrolled in TPAF or PERS on or after July 1, 2007, who earn a salary in excess of established "maximum compensation" limits; employees otherwise eligible to enroll in TPAF or PERS on or after November 2, 2008, who do not earn the minimum annual salary for tier 3 enrollment but who earn salary of at least \$5,000 annually; and employees otherwise eligible to enroll in TPAF or PERS after May 21, 2010, who do not work the minimum number of hours per week required for tier 4 or tier 5 enrollment, but who earn a salary of at least \$5,000 annually.

Woodbridge Township Fire District #8

Notes to Financial Statements

For the Year Ended December 31, 2018 and 2017

**NOTE 4. Defined Contribution Retirement System (DCRP)- (Continued)**

*Contribution Requirement and Benefit Provisions* - State and local government employers contribute 3% of the employees base salary. Active members contribute 5.5% of base salary.

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

For the year ended December 31, 2018 the District's total payroll for all employees was \$121,647. Total DCRP covered payroll was \$8,100. Covered payroll refers to all compensation paid by the District to active employees covered by the Plan. District and employee contributions to the DCRP for the year ended December 31, 2018 was \$684

**Note 5. LENGTH OF SERVICE AWARDS PROGRAM (LOSAP)**

The Fire District offers its employees a Length of Service Awards Program in accordance with Internal Revenue Code Section 457 which has been approved by the Director of the Division of Local Government Services. The deferred compensation is not available to participants until termination, retirement, death or unforeseeable emergency.

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

**Note 6. SUBSEQUENT EVENTS**

In Management's opinion, there are no material events subsequent to December 31, 2018, which would require recognition in the financial statements.

Woodbridge Township Fire District #8

ROSTER OF OFFICIALS

Board of Commissioners

Robert Gillespie	President
Joseph Natole	Vice President
Dennis Petrick	Treasurer
Thomas Mayoros	Secretary
Kevin Petz	Financial Secretary (1/18-8/18)
Daniel Aquino	Financial Secretary (9/18-12/18)

Other Officials

Maria Bucsanszky	Accountant
Richard Braslow	Attorney

Surety Company

Employee Dishonesty coverage for \$500,000 on each employee and \$25,000 on the Treasurer.

WOODBIDGE TOWNSHIP FIRE DISTRICT #8

Comments and Recommendations

For the Year Ended December 31, 2018

NONE

