

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**

**COUNTY OF MIDDLESEX, NEW JERSEY**

**REPORT OF AUDIT**

**FOR THE YEAR ENDED DECEMBER 31, 2012**

Prepared by:  
Gerard Stankiewicz, CPA  
Of the Firm of:  
Samuel Klein and Company  
Certified Public Accountants  
36 West Main Street, Suite 303  
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**BOROUGH OF JAMESBURG FIRE DISTRICT #1**

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# SAMUEL KLEIN AND COMPANY

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## INDEPENDENT AUDITOR'S REPORT

Board of Fire Commissioners  
Borough of Jamesburg Fire District #1  
County of Middlesex  
State of New Jersey

### Report on the Financial Statements

We have audited the accompanying financial statements of the Borough of Jamesburg Fire District #1, County of Middlesex, State of New Jersey (the "District"), as of and for the years ended December 31, 2012 and 2011, and the related notes to the financial statements, which comprise the District's financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these basic financial statements based on our audits.

### 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

**INDEPENDENT AUDITOR'S REPORT**  
**(CONTINUED)**

Auditor's Responsibility (Continued)

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 financial position of the District as of December 31, 2012 and 2011, and the results of its operations and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 6 through 11 be presented to supplement the financial statements. Such information, although not a part of the 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 financial statements, and other knowledge we obtained during our audit of the 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.

INDEPENDENT AUDITOR'S REPORT  
(CONTINUED)

Other Information

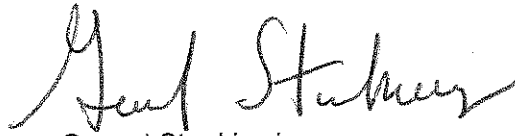
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The information included in the supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such 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 supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

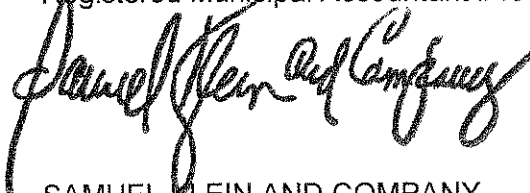
The supplementary information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects, in relation to the financial statements taken as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 15, 2013 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.



Gerard Stankiewicz  
Certified Public Accountant  
Registered Municipal Accountant #431



SAMUEL KLEIN AND COMPANY

Freehold, New Jersey  
May 15, 2013

# SAMUEL KLEIN AND COMPANY

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**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**

Board of Fire Commissioners  
Borough of Jamesburg Fire District #1  
County of Middlesex, 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 Governmental Auditing Standards issued by the Comptroller General of the United States, the financial statements and fund information of Borough of Jamesburg Fire District #1, County of Middlesex, State of New Jersey (the "District"), as of and for the year ended December 31, 2012, and the related notes to the financial statements, which comprise of the District's financial statements, and have issued our report thereon dated May 15, 2013.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District'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 District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

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

**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 (CONTINUED)**

Internal Control Over Financial Reporting (Continued)

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 the 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 immaterial instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* in the General Comments and Recommendations section of the Audit.

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.



Gerard Stankiewicz  
Certified Public Accountant  
Registered Municipal Accountant #431



SAMUEL KLEIN AND COMPANY

Freehold, New Jersey  
May 15, 2013

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Within this section of the Borough of Jamesburg Fire District's (District) annual financial report, the management of the District provides narrative discussion and analysis of the financial activities of the District for the audit year ending December 31, 2012.

The District's financial performance is discussed and analyzed within the context of the accompanying financial statements and notes following this section.

### Discussion of Financial Statements Included in Annual Audit

The District prepares and presents its financial statements on several different bases, because of accounting requirements and for internal use purposes.

The first set of statements which consist of the Statement of Net Position, the Statement of Activities and Change in Net Position is prepared on an accrual basis and is in accordance with accounting principles generally accepted in the United States of America (GAAP) applicable to enterprise funds of state and local governments. These statements are the official financial statements of the Borough of Jamesburg Fire District #1.

After the first set of statements and the "Notes to the Financial Statements" that follow is the second set of statements. These statements are considered "Supplemental Information".

The District has historically presented its financial statements on a "GAAP Basis", and continues to do so because it relates more fairly to the annual budget for the same period. The annual budget records all encumbrances as charges against the adopted appropriation even if the items or services have not been received.

Contained in the supplemental information are statements that report the Statement of Net Position, Statement of Revenues, Expenditures and Change in Net Position and Statement of Expenditures Compared to Budget. These statements compare the "Budget" revenues and expenses to "Actual" revenues and expenses. They include operating revenues and expenses, non-operating revenues and non-operating expenses. Principal and Interest are reported in this statement as Debt Service expense, and depreciation is not reported as an expense. On the "GAAP" based and "Modified GAAP" based, Depreciation Expense is included, and only the Interest Expense component of the Debt Service expense is reported.

The Budget to Actual statement is a very important statement to the District management, because it is how we measure our financial performance, particularly as it compares to the approved and adopted annual budget and how it relates to the operational performance.

Other information or statements incorporated within the annual audit report are the Schedules of Cash and Cash Equivalents – Restricted and Unrestricted and the Schedule of General Obligation Bonds Payable.



For the purpose of the Management Discussion and Analysis, the ensuing discussion will review the official statements of the District, those prepared on an accrual basis and in accordance with accounting principles generally accepted in the United States of America (GAAP) applicable to enterprise funds of state and local governments. This is the first set of statements included in the annual audit report.

**Borough of Jamesburg Fire District**

Comparative Statement of Net Position

The Borough of Jamesburg Fire District's total Assets increased \$199,950.84 and total liabilities increased \$194,338.84. Assets exceed liabilities by \$352,397.21 compared to 2011 where the assets exceeded liabilities by \$346,785.21.

The Borough of Jamesburg Fire District's Net Position of \$352,397.21 are comprised of the following:

1. Invested in Capital Assets, Net of Related Debt increased \$95,582.26 and is computed as follows:

	December 31,	
	2012	2011
Capital Assets, Net	\$ 672,591.24	\$ 489,347.57
Less:		
Non - Current Liabilities	87,629.82	63,937.20
Non - Long-term Liabilities	489,379.16	303,667.98
	\$ 95,582.26	\$ 121,742.39

2. Net Position of \$54,011.00 are assigned for offsetting 2013 budgeted expenses.
3. Restricted for future capital outlay is \$89,900.20.
4. Unrestricted net position \$112,903.75 represent the portion available to maintain the District's continuing obligations to the residents of its municipality area, its creditors, employees and bondholders and is available to be budgeted as reserve in subsequent years.

Comparative Statement of Net Position (Continued)

Net Position increased by \$5,612.00.

	<u>As of December 31,</u>	
	<u>2012</u>	<u>2011</u>
Total Current Assets	\$ 234,304.34	\$ 252,597.17
Total Restricted Assets	89,900.20	54,900.20
Capital Assets - Net	<u>672,591.24</u>	<u>489,347.57</u>
 Total Assets	 <u>\$ 996,795.78</u>	 <u>\$ 796,844.94</u>
 Total Current Liabilities Payable from Current Assets	 \$ 67,389.59	 \$ 82,454.55
Long-Term Obligations - Net	<u>577,008.98</u>	<u>367,605.18</u>
 Total Liabilities	 <u>\$ 644,398.57</u>	 <u>\$ 450,059.73</u>
 Restricted:		
Invested in Capital Assets, Net of Related Debt	\$ 95,582.26	\$ 121,742.39
Capital Outlay	89,900.20	54,900.20
Unrestricted:		
Assigned	54,011.00	52,057.00
Unassigned	<u>112,903.75</u>	<u>118,085.62</u>
 Net Position	 <u>\$ 352,397.21</u>	 <u>\$ 346,785.21</u>

Total Current Assets for cash and cash equivalents decreased because of an increase in Current Liabilities Payable from Current Assets and increases in reserve for future use.

Depreciation charged has increased by \$15,606.83.

Total Current Liabilities Payable from Current Assets for accrued expenses have decreased because of less unpaid year end obligations than in the prior years.

Total Non-Current Liabilities are up because of additional capital lease obligations incurred.

Comparative Statement of Revenues, Expenses and Change in Net Position

There was no change to Operating Revenues from Taxation of the District. This Revenue was approved by the voters of Jamesburg in the annual election.

Total Operating Expenses increased \$23,728.26 or 7.82% from the prior year.

Total Operating Revenues less Total Operating Expenses produced loss of \$22,601.64. This was anticipated by the Commissioners in the annual budget.

Total Net Nonoperating Revenue (Expenses) increased by \$40,965.18.

Net Position as of December 31, 2012 increased \$5,612.00 from \$346,785.21 to \$352,397.21.

	<u>Year Ending December 31,</u>	
	<u>2012</u>	<u>2011</u>
Total Operating Revenues	\$ <u>393,944.00</u>	\$ <u>394,900.00</u>
Operating Expenses	\$ 327,157.12	\$ 303,428.86
Depreciation	<u>89,388.52</u>	<u>73,781.69</u>
Total Expenses	\$ <u>416,545.64</u>	\$ <u>377,210.55</u>
Operating (Loss)/Income	\$ (22,601.64)	\$ 17,689.45
Nonoperating Revenues/(Expenses) - Net	<u>28,213.64</u>	<u>(12,751.54)</u>
Change in Net Position	\$ 5,612.00	\$ 4,937.91
Net Position, Beginning	<u>346,785.21</u>	<u>341,847.30</u>
Net Position, Ending	\$ <u><u>352,397.21</u></u>	\$ <u><u>346,785.21</u></u>

### Core Competencies

The District provides fire protection services for the Borough of Jamesburg and is the sole Authority for fire protection in the Borough.

The District's offices are contained within a building owned by the Jamesburg Fire Company, Inc. Public meetings are held in accordance with the open public meetings law and as needed special meetings. The Board consists of five (5) members elected by the voters at the annual Fire District Election held on the third Saturday of February. The terms are three years and are staggered terms (2, 2 and 1).

The District's budget is voted on at the Annual Fire District Election. The budget process begins in October with preparing the details and is finalized and introduced in December. A public hearing is held in January. If the voters defeat the budget, then the Mayor and Council of the Borough have the right to set the budget. The budget is prepared on a calendar year basis.

The District has a contract with the fire company for use of their building and for them to provide fire protection services. The Fire Company has approximately 40 volunteer members. The District also participates on a mutual aid consortium for assistance to and from neighboring municipalities.

The main revenue of the District is property taxes which are subject to the annual fire district election. The other sources of revenue are surplus and miscellaneous revenue which accrues to the fund balance of the District.

The majority of the budget relates to insurance, hydrant rentals and repair and maintenance of fire trucks.

Debt Service is appropriated to repay the debt for the purchase of a fire truck approved by the voters of the District. The District every several years acquires a new fire truck.

The District real estate base for 2013 of \$236,719,949 consists mostly of 1,562 residential units with assessed valuation of \$193,488,300 and 107 commercial units valued at \$30,893,806 and are within close proximity to the NJ Turnpike Exit 8A.

## Accountability

The Borough of Jamesburg Fire District's mission statement is:

### **The Mission Statement:**

Our mission for the Borough of Jamesburg Fire District is to provide the ultimate in fire protection services. Always responsive to the residents' needs and the growing community, in compliance with the applicable laws, rules and regulations, the District will continue to set and exceed the standards for the protection of the property, while operating the most efficient system and maintaining a cost effective budget.

As the mission reads, this is who and what the District is accountable to. The District's accountability, first and foremost, is to protect the property. The goal is to provide a cost effective and reliable service, and at the same time to protect the property. This means the District is accountable to the residents, the agencies and people served using the same principals: cost effective, efficient, reliable and protective.

As a district, the District is also guided by or accountable to state government and the applicable rules and regulations that govern the Borough of Jamesburg Fire District. More specifically, the District is accountable to the Department of Community Affairs, Division of Local Government Services.

## Management of the District

The Commissioner's manage the daily operations of the District in conjunction with the Chief of Fire. The District employs an accountant to handle the bookkeeping operations.

## Funding of Infrastructure and Debt Management

The District is required by statute to present it's capital projects or capital assets acquisition to the voters of the District for approval. Once approved, the District can proceed to put the required financing in place; however, subject to the Local Finance Board's approval.

## Auditors

The District Auditor is Gerard Stankiewicz, CPA of Samuel Klein and Company.

Audits can be obtained by contacting the Borough of Jamesburg Fire District.

**FINANCIAL STATEMENTS**

BOROUGH OF JAMESBURG FIRE DISTRICT #1  
COUNTY OF MIDDLESEX  
STATEMENT OF NET POSITION  
DECEMBER 31, 2012

	Balance December 31, <u>2012</u>
<u>ASSETS</u>	
Current Position:	
Cash and Cash Equivalents	\$ <u>234,304.34</u>
Total Current Position	\$ <u>234,304.34</u>
Restricted Assets:	
Cash and Cash Equivalents	\$ <u>89,900.20</u>
Total Restricted Assets	\$ <u>89,900.20</u>
Noncurrent Assets:	
Capital Assets, Net	\$ <u>672,591.24</u>
Total Noncurrent Assets	\$ <u>672,591.24</u>
Total Assets	\$ <u><u>996,795.78</u></u>
<u>LIABILITIES</u>	
Current Liabilities Payable from Current Assets:	
Accounts Payable	\$ 24,030.06
Accrued Expenses	33,300.00
Accrued Interest on Bonds Payable	<u>10,059.53</u>
Total Current Liabilities Payable from Current Assets	\$ <u>67,389.59</u>
Noncurrent Liabilities:	
Due within one year	\$ 87,629.82
Due beyond one year	<u>489,379.16</u>
Total Noncurrent Liabilities	\$ <u>577,008.98</u>
Total Liabilities	\$ <u><u>644,398.57</u></u>

See Accompanying Notes to Financial Statements

BOROUGH OF JAMESBURG FIRE DISTRICT #1  
COUNTY OF MIDDLESEX  
STATEMENT OF NET POSITION  
DECEMBER 31, 2012

	Balance December 31, <u>2012</u>
<u>NET POSITION</u>	
Restricted:	
Invested in Capital Assets, Net of Related Debt	\$ 95,582.26
For Future Capital Purpose	89,900.20
Unrestricted:	
Assigned	54,011.00
Unassigned	<u>112,903.75</u>
Net Position	<u>\$ 352,397.21</u>

See Accompanying Notes to Financial Statements



**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**COUNTY OF MIDDLESEX**  
**STATEMENT OF ACTIVITIES**  
**FOR THE FISCAL YEAR ENDED DECEMBER 31, 2012**

<u>Functions/Programs</u>	<u>Total Governmental Activities</u> <u>Net Revenue and Change in Net Position</u>
Governmental Activities:	
Operating Appropriations:	
Administration:	
Paid Positions	\$ 13,400.00
Professional Services	30,923.97
Elections	958.13
Office Supplies and Postage	645.13
Operations and Maintenance:	
Purchase of Non-bondable Assets	
Fire Hydrant Rentals	55,049.40
Insurance Premiums	38,517.00
Advertising	242.16
Training and Education	4,423.16
Uniforms and Personal Equipment	6,740.21
Utilities and Related Services	19,295.94
Maintenance and Repairs	87,078.62
Contingent	10,068.72
Miscellaneous Truck Supplies	13,602.48
LOSAP	21,000.00
Unallocated Depreciation	89,388.52
Interest on Long-Term Debt	25,212.20
Total Governmental Activities	<u>\$ 416,545.64</u>
General Revenues:	
Taxes:	
General Purposes	\$ 279,636.95
Debt Service	79,307.05
Capital Projects	<u>35,000.00</u>
Investment Earnings	635.55
Miscellaneous	<u>27,578.09</u>
	<u>\$ 422,157.64</u>
Increase in Net Position	\$ 5,612.00
Net Position - Beginning	<u>346,785.21</u>
Net Position - Ending	<u><u>\$ 352,397.21</u></u>

See accompanying Notes to Financial Statements.

**REQUIRED SUPPLEMENTARY INFORMATION – PART I**

BOROUGH OF JAMESBURG FIRE DISTRICT #1  
COUNTY OF MIDDLESEX  
GOVERNMENTAL FUND  
STATEMENT OF NET POSITION  
DECEMBER 31, 2012

	<u>December 31,</u> <u>2012</u>
<u>ASSETS</u>	
Current Assets:	
Unrestricted Assets:	
Cash and Cash Equivalents	\$ 234,304.34
Total Unrestricted Assets	<u>234,304.34</u>
Restricted Assets:	
Cash and Cash Equivalents	\$ 89,900.20
Total Restricted Assets	<u>89,900.20</u>
Total Current Assets	<u>\$ 324,204.54</u>
<u>LIABILITIES</u>	
Current Liabilities Payable from Unrestricted Assets:	
Accounts Payable	\$ 24,030.06
Accrued Expenses	<u>33,300.00</u>
Total Current Liabilities	<u>\$ 57,330.06</u>
<u>NET POSITION</u>	
Net Position:	
Unreserved:	
Assigned - Designated for Subsequent Years Expenditures	\$ 54,011.00
Unassigned	122,963.28
Restricted:	
Reserve for Future Capital Outlay	<u>89,900.20</u>
Net Position	<u>\$ 266,874.48</u>
Net Position above	\$ 266,874.48
Amounts reported for <i>governmental activities</i> 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 capital assets is \$1,757,892.20 and the accumulated depreciation is \$1,085,300.96 (see Note 4).	672,591.24
Long-term liabilities, including bonds, loans and leases payable are not payable in the current period and therefore are not reported as liabilities in the funds (see Note 5).	577,008.98
Certain liabilities are not due and payable in the current period, and therefore, are not reported in funds:	
Accrued Interest on Bonds Payable	
(Accrued interest is a current liability that will be paid from the debt service fund.	
Therefore, the liability reduces the restricted for debt service net position balance.)	<u>(10,059.53)</u>
Net position of governmental activities (A-1)	<u>\$ 352,397.21</u>

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**COUNTY OF MIDDLESEX**  
**GOVERNMENTAL FUNDS**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN NET POSITION**  
**YEAR ENDED DECEMBER 31, 2012**

	General Fund			Debt Service Fund			Capital Projects Fund			Total		
	Budget as Modified	Actual	Variance Favorable/ (Unfavorable)	Budget as Modified	Actual	Variance Favorable/ (Unfavorable)	Budget as Modified	Actual	Variance Favorable/ (Unfavorable)	Budget as Modified	Actual	Variance Favorable/ (Unfavorable)
Revenues and Other Financing Sources:												
Unreserved Net Assets Utilized	\$ 52,057.00	\$ 52,057.00								\$ 52,057.00	\$ 52,057.00	
Miscellaneous Revenues:												
Other Items of Miscellaneous Revenues:												
Interest on Investments	\$	\$ 635.55	\$ 635.55							\$	\$ 635.55	\$ 635.55
Cancellation -												
Prior Year Accounts Payable		27,578.09	27,578.09								27,578.09	27,578.09
Total Miscellaneous Revenues		\$ 28,213.64	\$ 28,213.64							\$	\$ 28,213.64	\$ 28,213.64
Amount to be Raised by Taxation	\$ 280,143.00	\$ 279,636.95	\$ (506.05)	\$ 78,801.00	\$ 79,307.05	\$ 506.05	\$ 35,000.00	\$ 35,000.00		\$ 393,944.00	\$ 393,944.00	
Total Revenues and Other Credits	\$ 332,200.00	\$ 359,907.59	\$ 27,707.59	\$ 78,801.00	\$ 79,307.05	\$ 506.05	\$ 35,000.00	\$ 35,000.00		\$ 446,001.00	\$ 474,214.64	\$ 28,213.64
Expenditures:												
Budget:												
Operating Appropriations	\$ 332,200.00	\$ 301,944.92	\$ 30,255.08							\$ 332,200.00	\$ 301,944.92	\$ 30,255.08
Debt Service				\$ 78,801.00	\$ 79,307.05	\$ (506.05)				78,801.00	79,307.05	(506.05)
Capital Outlay							\$ 35,000.00			35,000.00		35,000.00
Total Expenditures	\$ 332,200.00	\$ 301,944.92	\$ 30,255.08	\$ 78,801.00	\$ 79,307.05	\$ (506.05)	\$ 35,000.00			\$ 446,001.00	\$ 381,251.97	\$ 64,749.03
Excess of Revenues Over Expenditures		\$ 57,962.67	\$ 57,962.67							\$ 35,000.00	\$ 35,000.00	
Net Position, January 1, 2012		171,068.61	171,068.61							54,900.20	54,900.20	
	\$	\$ 229,031.28	\$ 229,031.28							\$ 89,900.20	\$ 89,900.20	
Less: Unreserved Net Position Utilized		52,057.00	52,057.00									
Net Position, December 31, 2012	\$	\$ 176,974.28	\$ 176,974.28							\$ 89,900.20	\$ 89,900.20	
										\$	\$ 266,874.48	\$ 266,874.48

**NOTES TO FINANCIAL STATEMENTS**

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 1. **REPORTING ENTITY**

This report includes the financial statements of the Borough of Jamesburg Fire District #1 (the "District"), within the County of Middlesex, in the State of New Jersey and reflects the activities for the District that are under the control of the Board of Fire Commissioners.

The District was established in accordance with the provisions of N.J.S.A. 40A:14-70.

The District is not a component unit of any other financial reporting entity nor does the District have any component units to be presented in accordance with Governmental Accounting Standards Board (GASB) Statement No. 14.

Note 2. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of 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.

**Basis of Accounting**

The 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 for unmatured interest on general long-term debt, which is recognized when due.

**Fund Accounting**

The District uses funds to maintain its financial records during the fiscal year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts.

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Governmental Funds

General Fund – The General Fund is the general operating fund of the District and is used to account for its inflows and outflows of financial resources. The acquisition of certain capital assets, such as fire fighting apparatus and equipment, is accounted for in the General Fund when it is responsible for the financing of such expenditures.

Special Revenue Fund – The Special Revenue Fund is used to account for the proceeds of specific revenue sources, such as state or federal government grants and appropriations that are legally restricted to expenditures for specified purposes. There was no activity in this fund for 2012.

Capital Project Fund – The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities such as fire houses and fire fighting apparatus. Generally, the financial resources of the Capital Projects Fund are derived from the issuance of debt or by the reservation of fund balance that must be authorized by the voters as a separate question on the ballot either during the annual election or at a special election.

Debt Service Fund – The Debt Service Fund is used to account for resources that will be used to service general long-term liabilities recorded in the General Long-Term Debt Account Group.

Capital Assets – Property, plant and equipment purchased by the general fund and the capital projects fund are recorded as expenditures at the time of purchase. The historical cost, or if such cost is not practically determinable, the estimated historical cost, of such fixed assets is reflected in the Capital Assets account.

Fund Equity

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

Measurement Focus

Government-Wide Financial Statements

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and liabilities associated with the operation of the District are included on the Statement on Net Position.

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus (Continued)

Fund Financial Statements

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the statement of net position. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Budgets/Budgetary Control

Annual appropriated budgets are prepared in the fall of each preceding year for the general, special revenue, and debt service funds. The budgets are submitted to the State, Department of Community Affairs, Division of Local Government Services, Bureau of Authority Regulation for approval and are voted upon by the registered voters of the Borough at the annual fire district election on the third Saturday in February. Budgets are prepared using the modified accrual basis of accounting. The legal level of budgetary control is established at line item accounts within each fund. Line item accounts are defined as the lowest (most specific) level of detail as established pursuant to the minimum chart of accounts. Transfers of appropriations may be made by District resolution at any time during the last three months of the fiscal year.

Formal budgetary integration into the accounting system is employed as a management control device during the year. Encumbrance accounting is also employed as an extension of formal budgetary integration in the governmental fund types. Unencumbered appropriations lapse at fiscal year end.

The accounting records of the special revenue fund are maintained on the grant accounting budgetary basis. The grant accounting budgetary basis differs from GAAP in that the grant accounting budgetary basis recognizes encumbrances as expenditures and also recognizes the related revenues, whereas the GAAP basis does not. Sufficient supplemental records are maintained to allow for the presentation of GAAP basis financial reports.



**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 3. 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 District's cash and cash equivalents at December 31, 2012 was \$324,108.95

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 3. CASH AND CASH EQUIVALENTS (CONTINUED)

B. Investments

New Jersey statutes permit the District to purchase the following types of securities:

- 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 balance sheet date, are entirely insured or collateralized by a collateral pool maintained by public depositories as required by the Governmental Unit Deposit Protection Act.

As of December 31, 2012, there were no securities categorized as Investments as defined by GASB Statement No. 3 as amended by No. 40.

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 4. CAPITAL ASSETS, NET

All reported capital assets except for land are depreciated. At December 31, 2012, capital assets and the useful lives used for determination of annual depreciation were as follows:

	Balance	<u>Current Year's Activity</u>		Balance	
	<u>December 31, 2011</u>	<u>Increase</u>	<u>Decrease</u>	<u>December 31, 2012</u>	<u>Useful Life</u>
Improvements	\$ 207,096.87			\$ 207,096.87	10-15 Years
Trucks	887,768.03	\$ 273,341.00		1,161,109.03	10-15 Years
Equipment	317,503.45			317,503.45	10 Years
Vehicles	<u>72,182.85</u>			<u>72,182.85</u>	5 Years
	\$ 1,484,551.20	\$ 273,341.00		\$ 1,757,892.20	
Less: Accumulated Depreciation	<u>995,912.44</u>	<u>\$ 89,388.52</u>		<u>1,085,300.96</u>	
	<u>\$ 651,003.63</u>	<u>\$ 183,952.48</u>		<u>\$ 672,591.24</u>	

Accumulated depreciation at December 31, 2012 was \$1,085,300.96

Depreciation expense for the years ended December 31, 2012 and 2011 were \$89,388.52 and \$73,781.69 respectively.

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 5. LONG TERM DEBT

A. Serial Bonds

Bonds are authorized in accordance with State law by the voters of the District through referendums. All bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the District are general obligation bonds. The full faith and credit of the Fire District are hereby irrevocably pledged for the punctual payment of the principal of and the interest on the bonds according to its terms.

The bonds are not subject to redemption prior to maturity.

Serial bonds outstanding as of December 31, 2012 consisted of the following:

2006 Series Bonds

On February 17, 2005, the voters of the District approved a referendum authorizing the purchase of a new fire truck. The referendum approved the issuance of bonds or notes in the amount of \$395,000.00. On December 15, 2006, General Obligation Bonds were sold to provide permanent funding for the new fire truck. Repayment of these bonds will be accomplished over a period of ten years and funds will be provided in the annual budget to meet the annual debt service requirements. Interest is payable semi-annually on the 15<sup>th</sup> day of June and December at an interest rate of 4.49%. The bonds are due annually on December 15<sup>th</sup>.

Schedule of Annual Debt Service for Principal and Interest for Bonded Debt Issued and Outstanding

<u>Year</u>	<u>2006 Series Bonds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Next Four Years			
2013	\$ 40,000.00	\$ 8,980.00	\$ 48,980.00
2014	50,000.00	7,184.00	57,184.00
2015	50,000.00	4,939.00	54,939.00
2016	60,000.00	2,694.00	62,694.00
	<u>\$ 200,000.00</u>	<u>\$ 23,797.00</u>	<u>\$ 223,797.00</u>

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 5. LONG TERM DEBT (CONTINUED)

B. Capital Lease Obligations Payable

The District is leasing equipment under capital leases. The following is a schedule of the future minimum lease payments under these capital leases, and the present value of the net minimum lease payments at December 31, 2012:

<u>Year Ending</u> <u>December 31,</u>	<u>Equipment</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	
2013	\$ 24,704.15	\$ 3,321.52	\$ 28,025.67
2014	25,495.67	2,530.00	28,025.67
2015	26,312.55	1,713.12	28,025.67
2016	27,155.61	870.06	28,025.67
	<u>\$ 103,667.98</u>	<u>\$ 8,434.70</u>	<u>\$ 112,102.68</u>

<u>Year Ending</u> <u>December 31,</u>	<u>Truck</u>			<u>Grand Total</u>
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	
2013	\$ 22,925.67	\$ 10,523.12	\$ 33,448.79	\$ 61,474.46
2014	23,808.30	9,640.99	33,449.29	61,474.96
2015	24,724.92	8,724.37	33,449.29	61,474.96
2016	25,676.83	7,772.46	33,449.29	61,474.96
2017	26,665.39	6,783.90	33,449.29	33,449.29
2018	27,692.01	5,757.28	33,449.29	33,449.29
2019	28,758.15	4,691.14	33,449.29	33,449.29
2020	29,865.34	3,583.95	33,449.29	33,449.29
2021	31,015.15	2,434.14	33,449.29	33,449.29
2022	32,209.24	1,240.05	33,449.29	33,449.29
	<u>\$ 273,341.00</u>	<u>\$ 61,151.40</u>	<u>\$ 334,492.40</u>	<u>\$ 446,595.08</u>

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 5. LONG TERM DEBT (CONTINUED)

C. Summary of Debt

During the fiscal year ended December 31, 2012 the following changes occurred in liabilities:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Retirements</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>	<u>Long-Term Portion</u>
Bonds Payable -						
General Obligation						
Debt	\$ 240,000.00		\$ (40,000.00)	\$ 200,000.00	\$ 40,000.00	\$ 160,000.00
Capital Leases	<u>127,605.18</u>	<u>\$ 273,341.00</u>	<u>\$ (23,937.20)</u>	<u>377,008.98</u>	<u>47,629.82</u>	<u>329,379.16</u>
	<u>\$ 367,605.18</u>	<u>\$ 273,341.00</u>	<u>\$ (63,937.20)</u>	<u>\$ 577,008.98</u>	<u>\$ 87,629.82</u>	<u>\$ 489,379.16</u>

Note 6. LENGTH OF SERVICE AWARDS PROGRAM

On February 20, 1999, the voters of the District approved a referendum authorizing the establishment of a Length of Service Awards Program (LOSAP). The LOSAP will provide tax-deferred income benefits to the active volunteer fire fighters who are eligible to participate.

The LOSAP funds are administered independently and distinct from the District and are subject to a review in accordance with the American Institute of Certified Public Accountants Standards for Accounting and Review Services. The required annual review report as of December 31, 2012 has been prepared. A separate report as of December 31, 2012 revealed cash and cash equivalent (assets) available for benefits of \$220,551.25 exclusive of the 2012 contributions. The amounts accrued for December 31, 2012 are \$21,000.00 and the actual liability is \$15,418.85.

Note 7. CONTINGENT LIABILITIES

The District's Attorney representation has revealed no material contingent liability for the District.

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Note 8. NET POSITION

Net position represents the difference between assets and liabilities. Net position invested in capital assets, net of related debt to the extent expended consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. 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.

Note 9. FUND BALANCE APPROPRIATED

Unrestricted:

General Fund – Of the \$176,974.28 General Fund balance at December 31, 2012, \$54,011.00 is assigned and has been designated for subsequent years expenditures and appropriated and included as anticipated revenue for the year ended December 31, 2012, and \$122,963.28 is unassigned and undesignated.

Restricted:

Capital Projects Fund – Of the \$89,900.20 fund balance at December 31, 2012, all is reserved for future capital outlay.

**REQUIRED SUPPLEMENTARY INFORMATION – PART II**



**INDIVIDUAL FUND AND ACCOUNT GROUP STATEMENTS**

BOROUGH OF JAMESBURG FIRE DISTRICT #1  
COUNTY OF MIDDLESEX  
GENERAL FUND, DEBT SERVICE FUND AND CAPITAL PROJECTS FUND  
SCHEDULE OF RECEIPTS, DISBURSEMENTS  
AND CHANGES IN CASH AND CASH EQUIVALENTS  
YEAR ENDED DECEMBER 31, 2012

	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Capital Projects Fund</u>	<u>Total</u>
Receipts:				
District Taxes	\$ 279,636.95	\$ 79,307.05	\$ 35,000.00	\$ 393,944.00
Interest on Investments	635.55			635.55
Contra Receipt	10,985.00			10,985.00
Miscellaneous	7.55			7.55
	<u>\$ 291,265.05</u>	<u>\$ 79,307.05</u>	<u>\$ 35,000.00</u>	<u>\$ 405,572.10</u>
Disbursements:				
Accounts Payable	\$ 29,270.69			\$ 29,270.69
Accrued Expenses	24,687.33			24,687.33
Operating Appropriations	256,107.24			256,107.24
Principal on Bonds		\$ 40,000.00		\$ 40,000.00
Interest on Bonds		10,776.00		10,776.00
Principal on Capital Lease		23,937.00		23,937.00
Interest on Capital Lease		4,086.67		4,086.67
	<u>\$ 310,065.26</u>	<u>\$ 78,799.67</u>		<u>\$ 388,864.93</u>
Increase in Cash and Cash Equivalents	\$ (18,800.21)	\$ 507.38	\$ 35,000.00	\$ 16,707.17
Cash and Cash Equivalents, January 1, 2012	<u>252,597.17</u>		<u>54,900.20</u>	<u>307,497.37</u>
Cash and Cash Equivalents, December 31, 2012	<u>\$ 233,796.96</u>	<u>\$ 507.38</u>	<u>\$ 89,900.20</u>	<u>\$ 324,204.54</u>
Analysis of Cash and Cash Equivalents:				
Cash - Checking	\$ 20,000.00			\$ 20,000.00
Money Market	213,701.37	\$ 507.38	\$ 89,900.20	304,108.95
Petty Cash	95.59			95.59
	<u>\$ 233,796.96</u>	<u>\$ 507.38</u>	<u>\$ 89,900.20</u>	<u>\$ 324,204.54</u>

**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**COUNTY OF MIDDLESEX**  
**GENERAL FUND AND DEBT SERVICE FUND**  
**SCHEDULE OF EXPENDITURES COMPARED TO BUDGET**  
**YEAR ENDED DECEMBER 31, 2012**

	Budget as <u>Adopted</u>	Budget as <u>Modified</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
<u>General Fund</u>				
Operating Appropriations:				
Administration:				
Paid Positions	\$ 16,500.00	\$ 16,500.00	\$ 13,400.00	\$ 3,100.00
Professional Services	31,000.00	31,000.00	30,923.97	76.03
Elections	3,000.00	3,000.00	958.13	2,041.87
Office Supplies and Postage	6,200.00	6,200.00	645.13	5,554.87
Operations and Maintenance:				
Fire Hydrant Rentals	56,000.00	56,000.00	55,049.40	950.60
Insurance Premiums	39,500.00	39,500.00	38,517.00	983.00
Advertising	750.00	750.00	242.16	507.84
Training and Education	6,000.00	6,000.00	4,423.16	1,576.84
Uniforms and Personal Equipment	10,000.00	10,000.00	6,740.21	3,259.79
Utilities and Related Services	30,000.00	30,000.00	19,295.94	10,704.06
Maintenance and Repairs	88,750.00	88,750.00	87,078.62	1,671.38
Contingent	10,000.00	10,000.00	10,068.72	(68.72)
Miscellaneous Truck Supplies	13,500.00	13,500.00	13,602.48	(102.48)
LOSAP	21,000.00	21,000.00	21,000.00	
Total General Fund Appropriations	\$ 332,200.00	\$ 332,200.00	\$ 301,944.92	\$ 30,255.08
<u>Debt Service Fund</u>				
Principal on Bonds	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	
Principal on Capital Leases	23,937.00	23,937.00	23,937.00	
Interest on Capital Leases	4,088.00	4,088.00	4,594.05	\$ (506.05)
Interest on Bonds	10,776.00	10,776.00	10,776.00	
Total Debt Service Fund Appropriations	\$ 78,801.00	\$ 78,801.00	\$ 79,307.05	\$ (506.05)
<u>Capital Outlay</u>				
Reserve for Future Capital Outlay	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
Total Appropriation	\$ 446,001.00	\$ 446,001.00	\$ 416,251.97	\$ 29,749.03
<u>Analysis of Actual:</u>				
Cash Disbursed:				
Operating		\$ 256,107.24		
Debt Service		78,799.67	\$ 334,906.91	
Reserved for Future Capital Outlay			35,000.00	
Contra Receipts			(10,985.00)	
Accounts Payable			24,030.06	
Accrued Expenses			33,300.00	
			\$ 416,251.97	

BOROUGH OF JAMESBURG FIRE DISTRICT #1  
COUNTY OF MIDDLESEX  
SCHEDULE OF GENERAL OBLIGATION BONDS PAYABLE

Purpose	Date of Issue	Original Issue	Maturities of Bonds Outstanding		Interest Rate	Balance December 31, 2011	Paid	Balance December 31, 2012
			December 31, 2012	December 31, 2011				
Purchase of Mid Mount Pumper	12/15/2006	\$ 395,000.00	12/15/2013	\$ 40,000.00	4.49%	\$ 240,000.00	\$ 40,000.00	\$ 200,000.00
			12/15/2014-15	50,000.00				
			12/15/2016	60,000.00				
						\$ 240,000.00	\$ 40,000.00	\$ 200,000.00

BOROUGH OF JAMESBURG FIRE DISTRICT #1  
COUNTY OF MIDDLESEX  
SCHEDULE OF OBLIGATIONS UNDER CAPITAL LEASE  
YEAR ENDED DECEMBER 31, 2012

<u>Series</u>	<u>Interest Rate Payable</u>	<u>Maturity</u>	<u>Amount of Original Issue</u>	<u>Balance January 1, 2011</u>	<u>Increased by New Lease</u>	<u>Paid</u>	<u>Balance December 31, 2012</u>
Fire Equipment (ScottAir Packs)	3.204%	11/17/13 \$ 24,704.15 11/17/14 25,495.67 11/17/15 26,312.55 11/17/16 27,155.61	\$ 127,605.18	\$ 127,605.18	\$	\$ 23,937.20	\$ 103,667.98
Fire Apparatus	3.146%	2/10/13 \$ 22,925.69 2/10/14 23,808.30 2/10/15 24,724.92 2/10/16 25,676.83 2/10/17 26,665.39 2/10/18 27,692.01 2/10/19 28,758.15 2/10/20 29,865.34 2/10/21 31,015.15 2/10/22 32,209.24	\$ 273,341.00		\$ 273,341.00		273,341.00
				<u>\$ 127,605.18</u>	<u>\$ 273,341.00</u>	<u>\$ 23,937.20</u>	<u>\$ 377,008.98</u>

**SUPPLEMENTARY INFORMATION**

**BOARD OF FIRE COMMISSIONERS**  
**BOROUGH OF JAMESBURG FIRE DISTRICT #1**  
**STATISTICAL INFORMATION**  
**DECEMBER 31, 2012**

Property Tax Levies

Following is a tabulation of the district's assessed valuations, tax levies and property tax rates per \$100 of assessed valuations for the current and preceding four years:

Fiscal Year	Assessed Valuation	Total Tax Levy	Property Tax Rate
2013	\$ 236,719,949	\$ 416,944.00	\$ 0.176
2012	239,102,903	393,944.00	0.165
2011	239,131,156	394,900.00	0.166
2010	238,902,453	394,900.00	0.164
2009	241,059,741	394,900.00	0.165

Unreserved Net Position

<u>Fiscal Year Ended</u>	<u>End of Fiscal Year</u>	<u>Utilization in Subsequent Budget</u>
December 31, 2012	\$ 176,974.28	\$ 54,011.00
December 31, 2011	171,068.61	52,057.00
December 31, 2010	198,275.47	52,057.00
December 31, 2009	213,058.73	52,086.00
December 31, 2008	213,028.32	52,085.00

Reserved Net Position

<u>Fiscal Year Ended</u>	<u>End of Fiscal Year</u>	<u>Utilization in Subsequent Budget</u>
December 31, 2012	\$ 89,900.20	\$ None
December 31, 2011	54,900.20	None
December 31, 2010	28,900.20	None

BOARD OF FIRE COMMISSIONERS  
BOROUGH OF JAMESBURG FIRE DISTRICT #1

ROSTER OF OFFICIALS

DECEMBER 31, 2012

<u>Board of Commissioners</u>	<u>Position</u>	<u>Amount of Surety Bond</u>
Brian Wright	Chairman	
Patrick J. Connelly, Jr.	Vice Chairman	
Dina Walker	Treasurer	\$ 50,000.00 *
Joseph Howard	Vice Treasurer	
Nancy Linke	Secretary/Clerk	

Other Officials

Joseph D. Youssouf, Esq.	Board Attorney
PNC Bank	Official Depository

\* Surety Company

First Responder Insurance Fund

Bond #FIR110104-97



**GENERAL COMMENTS AND RECOMMENDATIONS**

GENERAL COMMENTS  
DECEMBER 31, 2012

Scope of Examination and Conditions of Records

Our examination covered the funds of the Board of Fire Commissioners, Fire District #1, Borough of Jamesburg handled by the Treasurer.

The financial records were maintained in good condition.

Minutes of Board meetings were properly maintained by the Recording Secretary.

Cash and Cash Equivalents

The balances in banks at December 31, 2012 were verified with the bank and reconciliations and/or statements issued by the depositories.

Our examination revealed that the Fire District maintains funds in a money market fund.

Examination of Claims

In verifying expenditures, computations were tested on claims approved and paid. No attempt was made in this connection to establish proof of rendition, character or extent of services, nor quantities, nature, propriety of prices or receipt of materials, these elements being left necessarily to internal review in connection with approval of claims.

Claims paid during the period under audit were examined on a test basis to determine that they are submitted on Board vouchers, audit, itemized, signed by the officials as to approval for payment, allocation to the proper accounts and charged to the proper fiscal period, and in agreement with bill lists set forth in the approved minutes of the Board. There were minor exceptions with regards to invoices dated before purchase orders. Changes in prior years in the policy/procedures with regards to purchasing have taken place to enhance the process.

There were also three (3) budget detail line items overexpended; however, insignificant in amount. The overexpenditures do not represent a violation of law; however, they should be monitored for compliance and where necessary budget transfers made to cure the deficiencies.

Contracts and Agreements Required to be Advertised for N.J.S. 40A:11-4 (as amended)

N.J.S. 40A:11-4 (as amended) states, "Every contract or agreement, for the performance of any work or the furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only after public act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding the aggregate \$17,500.00 in the absence of a Qualified Purchasing Agent ("QPA"), except by contract or agreement."

GENERAL COMMENTS (CONTINUED)  
DECEMBER 31, 2012

Contracts and Agreements Required to be Advertised for N.J.S. 40A:11-4 (as amended)  
(Continued)

The members of the Borough of Jamesburg Fire District #1 have the responsibility of determining whether any contract or agreement might result in violation of the statute and, when necessary, the Board Attorney's opinion should be sought before a commitment is made.

Inasmuch as the system of records did not provide for any accumulation of payments for categories for the performance of any work or the furnishing or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed.

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

The District has purchased firefighting equipment utilizing the state contract method during the year and also, a fire pumper was purchased in accordance with the Local Public Contracts bidding threshold.

LOSAP

The Length of Service Awards Program as Accountants Review Report for December 31, 2012 has been prepared.

Capital Outlay

There is \$3,065.20 receipt from the 2006 bond issue was canceled to the reserve for future capital outlay.

Miscellaneous

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

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

Acknowledgment

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

RECOMMENDATIONS  
DECEMBER 31, 2012

None.

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

Should any questions arise as to my comments or recommendations, or should you desire assistance in implementing my recommendations, please do not hesitate to contact me.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "G. Stankiewicz".

Gerard Stankiewicz, CPA, RMA  
For The Firm  
SAMUEL KLEIN AND COMPANY