

All Numbers in This Report
Have Been Rounded To
The Nearest Dollar

ANNUAL FINANCIAL REPORT
UPDATE DOCUMENT
For The
FIRE DISTRICT of Elsmere
County of Albany
For the Fiscal Year Ended 12/31/2017

AUTHORIZATION

ARTICLE 3, SECTION 30 of the GENERAL MUNICIPAL LAW:

1. ***Every Municipal Corporation *** shall annually make a report of its financial condition to the Comptroller. Such report shall be made by the Chief Fiscal Officer of such Municipal Corporation ***

5. All reports shall be certified by the officer making the same and shall be filed with the Comptroller *** It shall be the duty of the incumbent officer at the time such reports are required to be filed with the Comptroller to file such report ***

State of NEW YORK
Office of The State Comptroller
Division of Local Government and School Accountability
Albany, New York 12236

FIRE DISTRICT OF Elsmere

*** FINANCIAL SECTION ***

Financial Information for the following funds and account groups are included in the Annual Financial Report filed by your government for the fiscal year ended 2016 and has been used by the OSC as the basis for preparing this update document for the fiscal year ended 2017:

- (A) GENERAL
- (K) GENERAL FIXED ASSETS
- (TA) AGENCY
- (W) GENERAL LONG-TERM DEBT

All amounts included in this update document for 2016 represent data filed by your government with OSC as reviewed and adjusted where necessary.

*** SUPPLEMENTAL SECTION ***

The Supplemental Section includes the following sections:

- 1) Statement of Indebtedness
- 2) Schedule of Time Deposits and Investments
- 3) Bank Reconciliation
- 4) Local Government Questionnaire
- 5) Schedule of Employee and Retiree Benefits
- 6) Schedule of Energy Costs and Consumption
- 7) Schedule of Other Post Employment Benefits (OPEB)

All numbers in this report will be rounded to the nearest dollar.

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(A) GENERAL

Balance Sheet

Code Description	2016	EdpCode	2017
Assets			
Cash	63,421	A200	195,611
Petty Cash	74	A210	85
TOTAL Cash	63,495		195,696
Due From Other Governments	6,500	A440	
TOTAL Due From Other Governments	6,500		0
Prepaid Expenses	36,910	A480	5,882
TOTAL Prepaid Expenses	36,910		5,882
Cash Special Reserves	472,238	A230	639,701
TOTAL Restricted Assets	472,238		639,701
TOTAL Assets and Deferred Outflows of Resources	579,143		841,279

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(A) GENERAL

Balance Sheet

Code Description	2016	EdpCode	2017
Accrued Liabilities	10,872	A601	37,225
TOTAL Accrued Liabilities	10,872		37,225
TOTAL Liabilities	10,872		37,225
Fund Balance			
Not in Spendable Form	36,910	A806	5,882
TOTAL Nonspendable Fund Balance	36,910		5,882
Capital Reserve	423,182	A878	590,620
Reserve For Repairs	49,056	A882	49,081
TOTAL Restricted Fund Balance	472,238		639,701
Assigned Appropriated Fund Balance	42,468	A914	52,757
Assigned Unappropriated Fund Balance	16,655	A915	105,714
TOTAL Assigned Fund Balance	59,123		158,471
TOTAL Fund Balance	568,271		804,054
TOTAL Liabilities, Deferred Inflows And Fund Balance	579,143		841,279

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(A) GENERAL

Results of Operation

Code Description	2016	EdpCode	2017
Revenues			
Real Property Taxes	886,098	A1001	892,119
TOTAL Real Property Taxes	886,098		892,119
Interest And Earnings	437	A2401	522
TOTAL Use of Money And Property	437		522
Sales of Equipment	19,500	A2665	102,900
TOTAL Sale of Property And Compensation For Loss	19,500		102,900
Gifts And Donations	100	A2705	
Unclassified (specify)	17,492	A2770	
TOTAL Miscellaneous Local Sources	17,592		0
TOTAL Revenues	923,627		995,541
TOTAL Detail Revenues And Other Sources	923,627		995,541

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(A) GENERAL

Results of Operation

Code Description	2016	EdpCode	2017
Expenditures			
Fire, Pers Serv	57,155	A34101	61,146
Fire, Equip & Cap Outlay	210,038	A34102	86,483
Fire, Contr Expend	362,276	A34104	401,360
TOTAL Fire	629,469		548,989
TOTAL Public Safety	629,469		548,989
Local Pension Fund, Empl Bnfts	31,725	A90258	36,400
Social Security, Employer Cont	4,372	A90308	4,678
Worker's Compensation, Empl Bnfts	924	A90408	671
TOTAL Employee Benefits	37,021		41,749
Debt Principal, Serial Bonds	150,000	A97106	155,000
TOTAL Debt Principal	150,000		155,000
Debt Interest, Serial Bonds	20,470	A97107	14,020
TOTAL Debt Interest	20,470		14,020
TOTAL Expenditures	836,960		759,758
TOTAL Detail Expenditures And Other Uses	836,960		759,758

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(A) GENERAL

Analysis of Changes in Fund Balance

Code Description	2016	EdpCode	2017
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	481,604	A8021	568,271
Restated Fund Balance - Beg of Year	481,604	A8022	568,271
ADD - REVENUES AND OTHER SOURCES	923,627		995,541
DEDUCT - EXPENDITURES AND OTHER USES	836,960		759,758
Fund Balance - End of Year	568,271	A8029	804,054

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(A) GENERAL

Budget Summary

Code Description	2017	EdpCode	2018
Estimated Revenues			
Est Rev - Real Property Taxes	892,123	A1049N	908,181
Est Rev - Miscellaneous Local Sources	6,800	A2799N	300
TOTAL Estimated Revenues	898,923		908,481
Appropriated Fund Balance	42,468	A599N	52,757
TOTAL Estimated Other Sources	42,468		52,757
TOTAL Estimated Revenues And Other Sources	941,391		961,238

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(A) GENERAL

Budget Summary

Code Description	2017	EdpCode	2018
Appropriations			
App - Public Safety	494,107	A3999N	442,595
App - Employee Benefits	113,505	A9199N	116,076
App - Debt Service	169,020	A9899N	167,200
TOTAL Appropriations	776,632		725,871
App - Interfund Transfer	164,759	A9999N	235,367
TOTAL Other Uses	164,759		235,367
TOTAL Appropriations And Other Uses	941,391		961,238

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(K) GENERAL FIXED ASSETS

Balance Sheet

Code Description	2016	EdpCode	2017
Assets			
Buildings	2,268,821	K102	2,311,717
Machinery And Equipment	3,624,020	K104	3,291,801
TOTAL Fixed Assets (net)	5,892,841		5,603,518
TOTAL Assets and Deferred Outflows of Resources	5,892,841		5,603,518

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(K) GENERAL FIXED ASSETS

Balance Sheet

Code Description	2016	EdpCode	2017
Liabilities, Deferred Inflows And Fund Balance			
Total Non-Current Govt Assets	5,892,841	K159	5,603,518
TOTAL Investments in Non-Current Government Assets	5,892,841		5,603,518
TOTAL Fund Balance	5,892,841		5,603,518
TOTAL	5,892,841		5,603,518

Elsmere FIRE DISTRICT
Annual Update Document
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(TA) AGENCY

Balance Sheet

Code Description	2016	EdpCode	2017
Assets			
Service Award Program Assets	542,619	TA461	591,913
TOTAL Investments	542,619		591,913
TOTAL Assets and Deferred Outflows of Resources	542,619		591,913

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(TA) AGENCY

Balance Sheet

Code Description	2016	EdpCode	2017
Service Awards	542,619	TA13	591,913
TOTAL Agency Liabilities	542,619		591,913
TOTAL Liabilities	542,619		591,913
TOTAL Liabilities, Deferred Inflows And Fund Balance	542,619		591,913

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(W) GENERAL LONG-TERM DEBT

Balance Sheet

Code Description	2016	EdpCode	2017
Assets			
Total Non-Current Govt Liabilities	315,000	W129	160,000
TOTAL Provision To Be Made In Future Budgets	315,000		160,000
TOTAL Assets and Deferred Outflows of Resources	315,000		160,000

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2017

(W) GENERAL LONG-TERM DEBT

Balance Sheet

Code Description	2016	EdpCode	2017
Liabilities, Deferred Inflows And Fund Balance			
Bonds Payable	315,000	W628	160,000
TOTAL Bond And Long Term Liabilities	315,000		160,000
TOTAL Liabilities	315,000		160,000
TOTAL Liabilities	315,000		160,000

**Elsmere FIRE DISTRICT
Statement of Indebtedness
For the Fiscal Year Ending 2017**

County of: Albany

Municipal Code: 011107103000

First Year	Debt Code	Description	Cops Flag	Comp Flag	Date of Issue	Date of Maturity	Int. Rate	Var?	Amt. Orig. Issued	O/S Beg. of Year	Paid Dur. Year	Redeemed Bond Proc.	Prior Yr. Adjust.	Accreted Interest	O/S End of Year
2005	BOND N	IMPROVEMENTS			12/15/2003	12/15/2018	4.30%			\$315,000	\$155,000	\$0	\$0		\$160,000
Total for Type/Exempt Status - Sums Issued Amts only made in AFR Year									\$0	\$315,000	\$155,000	\$0	\$0	\$0	\$160,000
AFR Year Total for All Debt Types - Sums Issued Amts only made in AFR Year									\$0	\$315,000	\$155,000	\$0	\$0	\$0	\$160,000

Elsmere FIRE DISTRICT
Schedule of Time Deposits and Investments
For the Fiscal Year Ending 2017

	EDP Code	Amount
CASH:		
On Hand	9Z2001	\$85.00
Demand Deposits	9Z2011	\$835,312.00
Time Deposits	9Z2021	
Total		\$835,397.00
 COLLATERAL:		
- FDIC Insurance	9Z2014	\$250,000.00
Collateralized with securities held in possession of municipality or its agent	9Z2014A	\$585,312.00
Total		\$835,312.00
 INVESTMENTS:		
- Securities (450)		
Book Value (cost)	9Z4501	
Market Value at Balance Sheet Date	9Z4502	
Collateralized with securities held in possession of municipality or its agent	9Z4504A	
 - Repurchase Agreements (451)		
Book Value (cost)	9Z4511	
Market Value at Balance Sheet Date	9Z4512	
Collateralized with securities held in possession of municipality or its agent	9Z4514A	

Elsmere FIRE DISTRICT
Bank Reconciliation
For the Fiscal Year Ending 2017

Include All Checking, Savings and C.D. Accounts

Bank Account Number	Bank Balance	Add: Deposit In Transit	Less: Outstanding Checks	Adjusted Bank Balance
****-0091	\$11,643	\$0	\$8,245	\$3,398
****-0109	\$192,214	\$0	\$0	\$192,214
****-0117	\$264,847	\$0	\$0	\$264,847
****-0125	\$49,081	\$0	\$0	\$49,081
****-0133	\$325,773	\$0	\$0	\$325,773
	Total Adjusted Bank Balance			<u>\$835,312</u>
	Petty Cash			<u>\$85.00</u>
	Adjustments			<u>\$.00</u>
	Total Cash			<u>\$835,397</u>
	Total Cash Balance All Funds			<u>\$835,397</u>
	9ZCASH *			
	9ZCASHB *			

* Must be equal

Elsmere FIRE DISTRICT
 Fire District Questionnaire
 For the Fiscal Year Ending 2017

	Response
1) Has your district adopted a written procurement policy and is it complied with?	Y
2) Has your district contracted to have an independent audit of its financial statements?	Y
If not, has the Board of Fire Commissioners performed an internal audit of the Treasurer's records and reports?	N
3) Does your district have a written travel policy and is it complied with?	Y
4) Are monthly bank reconciliations performed?	Y
5) What is your district's statutory spending limitation margin (amount) for the next fiscal	\$519,130
6) Does your district have a Length of Service Award Program (LOSAP) for volunteer firefighters?	
If so, how are the LOSAP funds invested?	
Marketable Securities	Y
Annuities	Y
Life Insurance	N
Other (describe)	
7) Has your Fire District adopted an investment policy as required by General Municipal Law, Section 39?	Y

Elsmere FIRE DISTRICT
Employee and Retiree Benefits
For the Fiscal Year Ending 2017

Total Full Time Employees:					
Total Part Time Employees:		7			
Account Code	Description	Total Expenditures (All Funds)	# of Full Time Employees	# of Part Time Employees	# of Retirees
90108	State Retirement System				
90158	Police and Fire Retirement				
90258	Local Pension Fund	\$36,400.00		74	39
90308	Social Security	\$4,678.00			
90408	Worker's Compensation Insurance	\$671.00			
90458	Life Insurance				
90508	Unemployment Insurance				
90558	Disability Insurance				
90608	Hospital and Medical (Dental) Insurance				
90708	Union Welfare Benefits				
90858	Supplemental Benefit Payment to Disabled Fire Fighters				
91890	Other Employee Benefits				
Total		\$41,749.00			
Computed Total From Financial Section (comparative purposes only)		\$41,749.00			

Elsmere FIRE DISTRICT
 Energy Costs and Consumption
 For the Fiscal Year Ending 2017

Energy Type	Total Expenditures	Total Volume	Units Of Measure	Alternative Units Of Measure
Gasoline	\$2,671	2,894	gallons	
Diesel Fuel	\$3,229	1,882	gallons	
Fuel Oil	\$		gallons	
Natural Gas	\$3,085	4,711	cubic feet	ccf
Electricity	\$11,587	437	kilowatt-hours	
Coal	\$		tons	
Propane	\$1,721	661	gallons	

Elsmere FIRE DISTRICT
Schedule of Other Post Employment Benefits (OPEB)
For the Fiscal Year Ending 2017

FIRE DISTRICT DEMOGRAPHICS

Postal or Mailing Address:

15 WEST POPLAR DRIVE Street Address or PO Box	DELMAR City	NY State	12054 Zip
(518) 439-9144 Fire District Telephone Number	(518) 439-0454 Fire District Fax Number		
COMMISSIONERS@ELSMEREFIRE.ORG Official Email Address	WWW.ELSMERE.COM Website		
Physical Address: (If Different From Postal Address)			
 Street Address	 City	 State	 Zip

BOARD DEMOGRAPHICS

CHIEF FISCAL OFFICER

GEORGE KAUFMAN Name	ADMIN SEC/TREASURER Title		
15 WEST POPLAR DRIVE Street Address or PO Box	DELMAR City	NY State	12054 Zip
(518) 439-9144 Telephone Number	(518) 439-0454 Fax Number		
 Email Address	01/09/2018 Term End Date		

CHAIRMAN OF THE BOARD

JOHN E BRENNAN Name	CHAIRMAN Title		
15 WEST POPLAR DRIVE Street Address or PO Box	DELMAR City	NY State	12054 Zip
(518)439-9144 Telephone Number	(518)439-0454 Fax Number		
 Email Address	12/31/2018 Term End Date		

I, GEORGE KAUFMAN hereby certify that I am the Chief Fiscal Officer of the DISTRICT OF ELSMERE, NEW YORK, and that the information provided in the annual financial report of the DISTRICT OF ELSMERE, NEW YORK, for the fiscal year ended 12/31/2017, is true and correct to the best of my knowledge and belief. By entering the personal identification number assigned by the Office of the State Comptroller to me as the Chief Fiscal Officer of the DISTRICT OF ELSMERE, NEW YORK, and adopted by me as my signature for use in conjunction with the filing of the DISTRICT OF ELSMERE, NEW YORK's annual financial report, I am evidencing my express intent to authenticate my certification of the DISTRICT OF ELSMERE, NEW YORK's annual financial report report for the fiscal year ended 12/31/2017 and filed by means of electronic data transmission.

<u>KENNETH A SPEANBURG JR</u> Name of Report Preparer if different than Chief Fiscal Officer	<u>*****</u> Personal Identification Number of Chief Fiscal Officer	<u>02/28/2018</u> Date
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Elsmere FIRE DISTRICT
Financial Comments
For the Fiscal Year Ending 2017