

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 12/31/2018

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 2017 and has been used by the OSC as the basis for preparing this update document for the fiscal year ended 2018:

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

All amounts included in this update document for 2017 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

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

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash	195,611	A200	126,918
Petty Cash	85	A210	91
TOTAL Cash	195,696		127,009
Prepaid Expenses	5,882	A480	49,374
TOTAL Prepaid Expenses	5,882		49,374
Cash Special Reserves	639,701	A230	1,719,314
TOTAL Restricted Assets	639,701		1,719,314
TOTAL Assets and Deferred Outflows of Resources	841,279		1,895,697

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Balance Sheet

Code Description	2017	EdpCode	2018
Accrued Liabilities	15,402	A601	152,963
TOTAL Accrued Liabilities	15,402		152,963
TOTAL Liabilities	15,402		152,963
Fund Balance			
Not in Spendable Form	5,882	A806	49,374
TOTAL Nonspendable Fund Balance	5,882		49,374
Capital Reserve	590,620	A878	1,695,147
Reserve For Repairs	49,081	A882	24,167
TOTAL Restricted Fund Balance	639,701		1,719,314
Assigned Appropriated Fund Balance	17,858	A914	
Assigned Unappropriated Fund Balance	42,416	A915	
TOTAL Assigned Fund Balance	60,274		0
Unassigned Fund Balance	120,020	A917	-25,954
TOTAL Unassigned Fund Balance	120,020		-25,954
TOTAL Fund Balance	825,877		1,742,734
TOTAL Liabilities, Deferred Inflows And Fund Balance	841,279		1,895,697

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Results of Operation

Code Description	2017	EdpCode	2018
Revenues			
Real Property Taxes	892,119	A1001	908,181
TOTAL Real Property Taxes	892,119		908,181
Interest And Earnings	522	A2401	3,365
TOTAL Use of Money And Property	522		3,365
Sales of Equipment	102,900	A2665	
TOTAL Sale of Property And Compensation For Loss	102,900		0
Grants From Local Governments		A2706	1,443
TOTAL Miscellaneous Local Sources	0		1,443
TOTAL Revenues	995,541		912,989
Serial Bonds		A5710	1,300,000
TOTAL Proceeds of Obligations	0		1,300,000
TOTAL Other Sources	0		1,300,000
TOTAL Detail Revenues And Other Sources	995,541		2,212,989

Elsmere FIRE DISTRICT
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(A) GENERAL

Results of Operation

Code Description	2017	EdpCode	2018
Expenditures			
Fire, Pers Serv	61,146	A34101	58,900
Fire, Equip & Cap Outlay	84,624	A34102	631,856
Fire, Contr Expend	381,396	A34104	372,253
TOTAL Fire	527,166		1,063,009
TOTAL Public Safety	527,166		1,063,009
Local Pension Fund, Empl Bnfts	36,400	A90258	37,800
Social Security, Employer Cont	4,678	A90308	4,501
Worker's Compensation, Empl Bnfts	671	A90408	192
TOTAL Employee Benefits	41,749		42,493
Debt Principal, Serial Bonds	155,000	A97106	160,000
TOTAL Debt Principal	155,000		160,000
Debt Interest, Serial Bonds	14,020	A97107	30,630
TOTAL Debt Interest	14,020		30,630
TOTAL Expenditures	737,935		1,296,132
TOTAL Detail Expenditures And Other Uses	737,935		1,296,132

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	568,271	A8021	825,877
Restated Fund Balance - Beg of Year	568,271	A8022	825,877
ADD - REVENUES AND OTHER SOURCES	995,541		2,212,989
DEDUCT - EXPENDITURES AND OTHER USES	737,935		1,296,132
Fund Balance - End of Year	825,877	A8029	1,742,734

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Budget Summary

Code Description	2018	EdpCode	2019
Estimated Revenues			
Est Rev - Real Property Taxes	908,181	A1049N	935,893
Est Rev - Miscellaneous Local Sources	300	A2799N	
TOTAL Estimated Revenues	908,481		935,893
Appropriated Fund Balance	17,858	A599N	0
TOTAL Estimated Other Sources	17,858		0
TOTAL Estimated Revenues And Other Sources	926,339		935,893

Elsmere FIRE DISTRICT
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(A) GENERAL

Budget Summary

Code Description	2018	EdpCode	2019
Appropriations			
App - Public Safety	407,696	A3999N	411,743
App - Employee Benefits	116,076	A9199N	119,980
App - Debt Service	167,200	A9899N	104,170
TOTAL Appropriations	690,972		635,893
App - Interfund Transfer	235,367	A9999N	300,000
TOTAL Other Uses	235,367		300,000
TOTAL Appropriations And Other Uses	926,339		935,893

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(K) GENERAL FIXED ASSETS

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Buildings	2,311,717	K102	2,311,717
Machinery And Equipment	3,237,901	K104	3,150,040
TOTAL Fixed Assets (net)	5,549,618		5,461,757
TOTAL Assets and Deferred Outflows of Resources	5,549,618		5,461,757

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(K) GENERAL FIXED ASSETS

Balance Sheet

Code Description	2017	EdpCode	2018
Liabilities, Deferred Inflows And Fund Balance			
Total Non-Current Govt Assets	5,549,618	K159	5,461,757
TOTAL Investments in Non-Current Government Assets	5,549,618		5,461,757
TOTAL Fund Balance	5,549,618		5,461,757
TOTAL	5,549,618		5,461,757

Elsmere FIRE DISTRICT
Annual Update Document
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(TA) AGENCY

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Service Award Program Assets	591,913	TA461	555,089
TOTAL Investments	591,913		555,089
TOTAL Assets and Deferred Outflows of Resources	591,913		555,089

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(TA) AGENCY

Balance Sheet

Code Description	2017	EdpCode	2018
Service Awards	591,913	TA13	555,089
TOTAL Agency Liabilities	591,913		555,089
TOTAL Liabilities	591,913		555,089
TOTAL Liabilities, Deferred Inflows And Fund Balance	591,913		555,089

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(W) GENERAL LONG-TERM DEBT

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Total Non-Current Govt Liabilities	160,000	W129	1,300,000
TOTAL Provision To Be Made In Future Budgets	160,000		1,300,000
TOTAL Assets and Deferred Outflows of Resources	160,000		1,300,000

Elsmere FIRE DISTRICT
Annual Update Document
For the Fiscal Year Ending 2018

(W) GENERAL LONG-TERM DEBT

Balance Sheet

Code Description	2017	EdpCode	2018
Liabilities, Deferred Inflows And Fund Balance			
Bonds Payable	160,000	W628	1,300,000
TOTAL Bond And Long Term Liabilities	160,000		1,300,000
TOTAL Liabilities	160,000		1,300,000
TOTAL Liabilities	160,000		1,300,000

Elsmere FIRE DISTRICT
Statement of Indebtedness
For the Fiscal Year Ending 2018

02/28/2019

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%			\$160,000	\$160,000	\$0	\$0		\$0
2018	BOND N	BUILDING CONSTRUCTION			05/31/2018	12/31/2018	3.116%		\$1,300,000	\$0	\$0		\$0		\$1,300,000
Total for Type/Exempt Status - Sums Issued Amts only made in AFR Year									\$1,300,000	\$160,000	\$160,000	\$0	\$0	\$0	\$1,300,000
AFR Year Total for All Debt Types - Sums Issued Amts only made in AFR Year									\$1,300,000	\$160,000	\$160,000	\$0	\$0	\$0	\$1,300,000

Elsmere FIRE DISTRICT
Schedule of Time Deposits and Investments
For the Fiscal Year Ending 2018

	EDP Code	Amount
CASH:		
On Hand	9Z2001	\$91.00
Demand Deposits	9Z2011	\$1,846,232.00
Time Deposits	9Z2021	
Total		\$1,846,323.00
 COLLATERAL:		
- FDIC Insurance	9Z2014	\$250,000.00
Collateralized with securities held in possession of municipality or its agent	9Z2014A	\$1,596,323.00
Total		\$1,846,323.00
 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 2018

Include All Checking, Savings and C.D. Accounts

Bank Account Number	Bank Balance	Add: Deposit In Transit	Less: Outstanding Checks	Adjusted Bank Balance
****-0091	\$20,774	\$0	\$12,614	\$8,160
****-0109	\$118,758	\$0	\$0	\$118,758
****-0117	\$315,765	\$0	\$0	\$315,765
****-0125	\$24,167	\$0	\$0	\$24,167
****-0133	\$511,658	\$0	\$0	\$511,658
****-0190	\$867,724	\$0	\$0	\$867,724
	Total Adjusted Bank Balance			<u>\$1,846,232</u>
	Petty Cash			<u>\$91.00</u>
	Adjustments			<u>\$.00</u>
	Total Cash			<u>\$1,846,323</u>
	Total Cash Balance All Funds			<u>\$1,846,323</u>
	9ZCASH *			<u>\$1,846,323</u>
	9ZCASHB *			<u>\$1,846,323</u>
	* Must be equal			

Elsmere FIRE DISTRICT
 Fire District Questionnaire
 For the Fiscal Year Ending 2018

	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	\$404,369
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 2018

Total Full Time Employees:					
Total Part Time Employees:					
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	\$37,800.00		77	39
90308	Social Security	\$4,501.00		8	
90408	Worker's Compensation Insurance	\$192.00		8	
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		\$42,493.00			
Computed Total From Financial Section (comparative purposes only)		\$42,493.00			

Elsmere FIRE DISTRICT
 Energy Costs and Consumption
 For the Fiscal Year Ending 2018

Energy Type	Total Expenditures	Total Volume	Units Of Measure	Alternative Units Of Measure
Gasoline	\$2,894	1,163	gallons	
Diesel Fuel	\$3,726	1,630	gallons	
Fuel Oil	\$		gallons	
Natural Gas	\$3,652	5,409	cubic feet	CCF
Electricity	\$13,260	476	kilowatt-hours	
Coal			tons	
Propane	\$2,242	637	gallons	

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	01/07/2020 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 12/31/2018, 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 12/31/2018 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>02/28/2019</u> Date
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Elsmere FIRE DISTRICT
Financial Comments
For the Fiscal Year Ending 2018