

## **Borough of Plum**

Primary Government Financial Statements and  
Required Supplementary and  
Supplementary Information

Year Ended December 31, 2017 with  
Independent Auditor's Report

**MaherDuessel**

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# BOROUGH OF PLUM

YEAR ENDED DECEMBER 31, 2017

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YEAR ENDED DECEMBER 31, 2017

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## Independent Auditor's Report

### **Members of Council Borough of Plum**

We have audited the accompanying primary government financial statements (financial statements) of the governmental activities, each major fund, and the aggregate remaining fund information of the Borough of Plum (Borough), Pennsylvania, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Borough'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 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. 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 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 the 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 opinions.

### **Basis for Adverse Opinion on Discretely Presented Component Unit**

The financial statements do not include financial data for the Borough's legally separate component unit (Plum Borough Municipal Authority). Accounting principles generally accepted in the United States of America require financial data for this component unit to be reported with the financial data for the Borough's primary government unless the Borough also issues financial statements of the financial reporting entity that include the financial data for its component units. The Borough has not issued such reporting entity financial statements.

### **Adverse Opinion on Discretely Presented Component Unit**

In our opinion, because of the significance of the matter described in "Basis for Adverse Opinion on Discretely Presented Component Unit" paragraph, the financial statements referred to above do not present fairly the financial position of the discretely presented component unit of the Borough as of December 31, 2017, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Unmodified Opinions**

In addition, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Borough as of December 31, 2017, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and pension information on pages i through vii, page 47, and pages 48 through 53, respectively, 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 Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Borough's basic government financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. The combining fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

*Mahe Duessel*

Pittsburgh, Pennsylvania  
June 6, 2018

## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Borough of Plum (Borough), we offer readers of the Borough's primary government financial statements (financial statements) this narrative overview and analysis of the financial performance of the Borough for the fiscal year ended December 31, 2017. Please read this Management's Discussion and Analysis in conjunction with the financial statements which follow in order to obtain a thorough understanding of the Borough's financial condition at December 31, 2017.

### FINANCIAL HIGHLIGHTS

- In 2017, the Borough adopted "*Pension Issues – An amendment to GASB Statements No. 67, No. 68, and No. 73*" in accordance with the Governmental Accounting Standards Board Statement (GASB) No. 82. This statement addresses the presentation of payroll related measures in required supplementary information, the selection of assumptions and the treatment of deviations from the guidance of Actuarial Standard of Practice for financial reporting purposes.
- The Borough's net position, which are total assets plus deferred outflows of resources, minus total liabilities, as presented, were \$(2,684,674) at December 31, 2017, a decrease of \$449,775.
- At the end of the current fiscal year, the Borough had total bonds and loans outstanding of \$17,364,147. The total bonds and loans increased by \$330,556 or 1.9% during the current year.
- The General Fund reported a positive net change in fund balance of approximately \$826,000. It is due to revenues exceeding budget by approximately \$204,000, expenditures being favorable to budget by approximately \$542,000, and the Borough originally budgeted for a surplus of approximately \$80,000.
- The total fund balance in the Borough's General Fund at December 31, 2017 was \$3,000,410. Fund balances in funds other than the General Fund totaled \$1,728,493 at December 31, 2017.

### OVERVIEW OF THE FINANCIAL STATEMENTS

This overview is intended to serve as an introduction to the Borough's basic financial statements. The Borough's basic financial statements are comprised of three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the primary government financial statements. This report also contains other required supplementary information in addition to the basic financial statements themselves.

**Government-wide Financial Statements** - The two *government-wide financial statements* are designed to provide readers with a broad overview of the Borough's finances, in a manner similar to a private-sector business. These statements report on the Borough's total net position and how they have changed.

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

The *statement of activities* demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

The government-wide financial statements indicate that the functions of the Borough are principally supported by taxes and intergovernmental revenue (*governmental activities*.) The Borough does not participate in functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Borough encompass general government, public safety, public works, culture and recreation, and debt service activities.

The government-wide financial statements can be found on pages 1 and 2 of this report.

**Fund Financial Statements** - A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Borough, like other state and local government agencies, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Borough reports only governmental funds and fiduciary funds.

**Governmental Funds** - *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financial requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Borough maintained 10 governmental funds during 2017. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the General Fund and 2010 Bond Fund, which are the only major funds in 2017. Consolidated information for other than the General Fund and 2010 Bond Fund is presented within the Other Governmental Funds category in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance. The reason for not reporting other funds separately is that they are not considered to be major funds in 2017. The eight other governmental funds are the Flood Mitigation Fund, the Fire Protection Fund, the State Fund, Capital Improvement Fund, Street Improvement Fund, Debt Service Fund, EMS Fund, and 2013 Bond Fund. Data from these other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these other governmental funds is provided in the form of *combining statements* elsewhere in this report.

The Borough adopts an annual appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget, and can be found on page 47 of this report.

The basic governmental fund financial statements can be found on pages 3 through 5 of this report.

**Fiduciary Funds** - *Fiduciary funds* are used to account for assets held in a trustee capacity. The Borough's fiduciary funds consist of one Agency Fund and two Pension Trust Funds: the Police Pension Fund and the Administrative Pension Fund.

Fiduciary funds are reported on the accrual basis of accounting whereas revenues are recorded when earned and expenses are recorded when a liability is incurred.



The fiduciary fund financial statement can be found on pages 6 and 7 of this report.

**Notes to Primary Government Financial Statements** - The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to primary government financial statements can be found on pages 8 through 46 of this report.

**Required Supplementary Information** - This section of the report contains certain budgetary comparison and pension information required by accounting principles generally accepted in the United States of America. This information can be found on pages 47 through 53 of this report.

**Additional Information** - In addition to the basic financial statements and accompanying notes, this report also includes the combining statements referred to earlier in connection with the other governmental funds and fiduciary funds. These can be found on pages 54 and 58 of this report.

### FINANCIAL ANALYSIS OF THE BOROUGH

As noted earlier, net position may serve over time as a useful indicator of a government agency's financial position. Net position increase when revenues exceed expenses. In the case of the Borough, liabilities and deferred inflows exceeded assets and deferred outflows by \$2,684,674 at the close of the fiscal year.

A condensed summary of the Borough's net position at December 31, 2017 and 2016 is as follows:

	<u>2017</u>	<u>2016</u>	<u>Variance</u>
<b>Assets:</b>			
Current and other assets	\$ 7,916,354	\$ 6,573,556	\$ 1,342,798
Capital assets, net	18,363,891	18,395,556	(31,665)
<b>Total Assets</b>	<u>\$ 26,280,245</u>	<u>\$ 24,969,112</u>	<u>\$ 1,311,133</u>
<b>Deferred Outflows of Resources</b>			
Deferred Charge on Refunding	\$ 753,178	\$ 789,426	\$ (36,248)
Deferred outflows of resources related to pension	808,632	1,004,696	(196,064)
<b>Total Deferred Outflows of Resources</b>	<u>\$ 1,561,810</u>	<u>\$ 1,794,122</u>	<u>\$ (232,312)</u>
<b>Liabilities:</b>			
Current and other liabilities	\$ 2,748,372	\$ 1,892,495	\$ 855,877
Non-current liabilities	27,418,252	27,105,638	312,614
<b>Total Liabilities</b>	<u>\$ 30,166,624</u>	<u>\$ 28,998,133</u>	<u>\$ 1,168,491</u>
<b>Deferred Inflows:</b>			
Deferred inflows of resources related to pension	\$ 360,105	\$ -	\$ 360,105
<b>Total Deferred Inflows</b>	<u>\$ 360,105</u>	<u>\$ -</u>	<u>\$ 360,105</u>
<b>Net Position:</b>			
Net investment in capital assets	\$ 1,259,559	\$ 1,566,778	\$ (307,219)
Restricted	1,376,515	980,000	396,515
Unrestricted	(5,320,748)	(4,781,677)	(539,071)
<b>Total Net Position</b>	<u>\$ (2,684,674)</u>	<u>\$ (2,234,899)</u>	<u>\$ (449,775)</u>

The increase in current and other assets is mainly due to a favorable budget year resulting in additional cash within cash and cash equivalents.

The \$1,168,491 increase in total liabilities is due to increases within accounts payables, accrued expenses, and capital leases.

The Borough has non-current liabilities or long-term obligations that include term loans and bond issuances.

The total net position of the Borough's activities decreased from an amount of \$(2,234,899) in 2016, to \$(2,684,674) in 2017.

A condensed summary of the Borough's change in net position from a revenue/expense perspective for the fiscal year ended December 31, 2017 and 2016 is as follows:

	<u>2017</u>	<u>2016</u>	<u>Variance</u>
Program revenues:			
Charges for services	\$ 3,011,226	\$ 3,061,777	\$ (50,551)
Operating grants and contributions	1,517,435	1,460,707	56,728
Capital grant contributions	83,480	3,525	79,955
General revenues:			
Real estate taxes	7,242,997	5,629,368	1,613,629
Earned income taxes	3,768,784	3,718,277	50,507
Local services taxes	298,772	325,870	(27,098)
Other taxes	929,108	900,261	28,847
Franchise fees	624,603	600,934	23,669
Interest income	13,732	6,183	7,549
Sale of Capital Assets	19,579	54,453	(34,874)
Miscellaneous	97,299	283,817	(186,518)
Total revenues	<u>17,607,015</u>	<u>16,045,172</u>	<u>1,561,843</u>
Program expenses:			
General government	1,873,800	1,804,547	69,253
Public safety	7,447,468	6,065,154	1,382,314
Public works	7,432,815	7,394,916	37,899
Culture and recreation	677,035	481,344	195,691
Interest on long-term debt	625,672	630,161	(4,489)
Total expenses	<u>18,056,790</u>	<u>16,376,122</u>	<u>1,680,668</u>
<b>Change in Net Position</b>	<b>(449,775)</b>	<b>(330,950)</b>	<b>(118,825)</b>
Net position-beginning	<u>(2,234,899)</u>	<u>(1,903,949)</u>	<u>(118,825)</u>
Net position-ending	<u>\$ (2,684,674)</u>	<u>\$ (2,234,899)</u>	<u>\$ (449,775)</u>

Total government-wide revenues of \$17,607,015 were largely derived from property tax collections, earned income collections, and other tax receipts. Total revenues increased in 2017 by \$1,561,843 when compared to 2016, and resulted from a real estate tax increase.

Total program expenses in 2017 were \$18,056,790 which is \$1,680,668 more than the previous year. The largest portion of this increase in expenditures was in the area of public safety.

## FINANCIAL ANALYSIS OF THE BOROUGH'S FUNDS

As noted earlier, the Borough uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds** - The focus of the Borough's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Borough's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government agency's net resources available for spending at the end of the fiscal year.

As of the end of 2017, the Borough's governmental funds reported combined ending fund balances of \$4,728,903. Approximately 37% of this total amount or \$1,728,493 constitutes *restricted fund balance*. The remainder of the fund balance is unassigned or is the residual classification for the Borough's General Fund and contains all spendable amounts not contained in other classifications of fund balance.

The General Fund is the principal operating fund of the Borough. At the end of the current fiscal year, the *unassigned fund balance* of the General Fund was \$2,523,663, or approximately 20.7% of the 2017 adopted expenditure budget. The Borough has established a minimum Unassigned Fund Balance of 5% of the Borough's General Fund annual operating expenditures. In an event that the balance drops below the established minimum level, the Borough's governing body will develop a plan to replenish the fund balance to the established minimum level within two years.

### GENERAL FUND BUDGETARY HIGHLIGHTS

During the year, actual General Fund revenues were 101.7% of budget or above budgetary estimates by \$204,171; expenditures were under budgetary estimates by \$542,188 (considering the impact of initial year capital lease transactions and fund transfers). The net change in fund balance had a positive variance of \$746,359 and was directly related to budgeted savings and revenues exceeding expectations.

### CAPITAL ASSETS

Capital assets are reported in the government-wide statements of net assets, but not reported in the fund financial statements. Capital assets are defined by the Borough as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. A summary of the current year changes in capital assets can be found in Note 7 of the Notes to Primary Government Financial Statements.

### DEBT ADMINISTRATION

**Long-Term Debt** - At the end of the current fiscal year, the Borough had total outstanding debt that included issuances of Series 2013, 2014, 2015, and 2016 Bonds, and Fire Fund loans in the amount of \$17,364,147 (not inclusive of capital leases and compensated absences).

The total bonds and loans increased by a net of \$330,556 or 1.9% during the current fiscal year.

A summary of the Borough's debt activity in 2017 follows:

Beginning balance, January 1, 2017	\$ 17,033,591
Additions	824,000
Issuance Discount	4,296
Discount Amortization	-
Repayments	<u>(497,740)</u>
Ending balance, December 31, 2017	<u>\$ 17,364,147</u>

More detailed information about the Borough's debt activity can be found in Note 4 to the financial statements.

### **2017 BUDGET HIGHLIGHTS**

The 2017 General Fund budget continues to emphasize cost containment. Several highlights include:

- The 2017 General Fund budgeted revenues are anticipated to be 1.7% higher than the 2017 budgeted figures. This increase is predominantly due higher real estate tax collections.
- The 2017 budget included a Real Estate Property Tax increase.
- The 2017 General Fund budgeted expenditures were adopted at \$12.21 million or an increase of 2.3% when compared to 2016. The increase was mainly due to entering into a new waste collection contract, and expanding the Public Works department,
- The budget includes funds to maintain current levels of policing, Public Works services, and infrastructure maintenances.

### **CONTACTING THE BOROUGH'S MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the Borough's finances and to demonstrate the Borough's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact:

Borough Manager  
Borough of Plum  
4575 New Texas Road  
Plum, PA 15239

**BOROUGH OF PLUM**  
**STATEMENT OF NET POSITION**

DECEMBER 31, 2017

<b>Assets</b>	
Cash and cash equivalents	\$ 4,024,701
Cash held for escrow deposits	218,808
Receivables, net	3,596,098
Prepays	76,747
Capital assets, net of accumulated depreciation:	
Land	388,660
Infrastructure	3,460,341
Buildings and building improvements	11,331,887
Improvements other than buildings	656,539
Machinery and equipment	2,526,464
Total capital assets, net of accumulated depreciation	18,363,891
<b>Total Assets</b>	26,280,245
<b>Deferred Outflows of Resources</b>	
Deferred charge on refunding	753,178
Deferred outflows of resources related to pension	808,632
<b>Total Deferred Outflows of Resources</b>	1,561,810
<b>Liabilities</b>	
Accounts payable and accrued expenses	1,252,025
Unearned revenue	18,870
Escrow liability	218,808
Long-term liabilities due within one year:	
Capital leases payable	622,525
Bonds and loans	563,772
Accrued interest	72,372
Long-term liabilities due in more than one year:	
Capital leases payable	1,096,716
Bonds and loans	16,800,375
Compensated absences	514,250
Net other post-employment benefits liability	3,436,667
Net pension liability	5,570,244
<b>Total Liabilities</b>	30,166,624
<b>Deferred Inflows of Resources</b>	
Deferred inflows of resources related to pension	360,105
<b>Net Position</b>	
Net investment in capital assets	1,259,559
Restricted for:	
Liquid Fuels Tax projects	84,151
Fire protection	328,721
Street improvements	418,989
Debt service	220,480
Flood mitigation	291,552
Emergency medical services	32,622
Unrestricted	(5,320,748)
<b>Total Net Position</b>	\$ (2,684,674)

See accompanying notes to primary government financial statements.

# BOROUGH OF PLUM

## STATEMENT OF ACTIVITIES

YEAR ENDED DECEMBER 31, 2017

Functions/Programs	Program Revenues			Net (Expense)	
Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Change in Net Position	
<b>Governmental Activities:</b>					
General government	\$ 1,873,800	\$ 34,945	\$ -	\$ -	\$ (1,838,855)
Public safety	7,447,468	366,304	573,451	-	(6,507,713)
Public works	7,432,815	2,602,441	943,984	83,480	(3,802,910)
Culture and recreation	677,035	7,536	-	-	(669,499)
Interest on long-term debt	625,672	-	-	-	(625,672)
<b>Total governmental activities</b>	<b>\$ 18,056,790</b>	<b>\$ 3,011,226</b>	<b>\$ 1,517,435</b>	<b>\$ 83,480</b>	<b>(13,444,649)</b>
General revenues:					
Taxes:					
Real estate					7,242,997
Earned income					3,768,784
Local services					298,772
Real estate transfer					347,586
Other					581,522
Franchise fees					624,603
Interest income					13,732
Sale of capital assets					19,579
Miscellaneous income					97,299
Total general revenues					<u>12,994,874</u>
<b>Change in Net Position</b>					<b>(449,775)</b>
<b>Net Position:</b>					
Beginning of year					<u>(2,234,899)</u>
End of year					<u>\$ (2,684,674)</u>

See accompanying notes to primary government financial statements.

# BOROUGH OF PLUM

## BALANCE SHEET GOVERNMENTAL FUNDS

DECEMBER 31, 2017

	General	2010 Bond Fund	Other Governmental Funds	Total Governmental Funds
<b>Assets</b>				
Cash and cash equivalents	\$ 1,752,412	\$ -	\$ 2,272,289	\$ 4,024,701
Cash held for escrow deposits	218,808	-	-	218,808
Receivables:				
Taxes	1,811,013	-	423,611	2,234,624
Sanitation fees	501,413	-	-	501,413
Other	142,877	486,269	230,915	860,061
Prepays	76,747	-	-	76,747
Due from other funds	534,406	-	-	534,406
<b>Total Assets</b>	<b>\$ 5,037,676</b>	<b>\$ 486,269</b>	<b>\$ 2,926,815</b>	<b>\$ 8,450,760</b>
<b>Liabilities, Deferred Inflows of Resources, and Fund Balance</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 308,398	\$ -	\$ 743,362	\$ 1,051,760
Accrued liabilities	200,265	-	-	200,265
Unearned revenue	18,870	-	-	18,870
Due to other funds	-	486,269	48,137	534,406
Escrow liability	218,808	-	-	218,808
<b>Total Liabilities</b>	<b>746,341</b>	<b>486,269</b>	<b>791,499</b>	<b>2,024,109</b>
<b>Deferred Inflows of Resources:</b>				
Unavailable revenue	1,290,925	-	406,823	1,697,748
<b>Fund Balance:</b>				
Nonspendable - prepaids	76,747	-	-	76,747
Restricted for:				
Liquid Fuels Tax projects	-	-	84,151	84,151
Fire protection	-	-	244,816	244,816
Debt service	-	-	107,940	107,940
Street improvements	-	-	262,362	262,362
Flood mitigation	-	-	265,167	265,167
Capital projects	-	-	746,863	746,863
Emergency medical services	-	-	17,194	17,194
Assigned for:				
Compensated absences	50,000	-	-	50,000
Road paving	250,000	-	-	250,000
Weather related emergencies	100,000	-	-	100,000
Unassigned	2,523,663	-	-	2,523,663
<b>Total Fund Balance</b>	<b>3,000,410</b>	<b>-</b>	<b>1,728,493</b>	<b>4,728,903</b>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balance</b>	<b>\$ 5,037,676</b>	<b>\$ 486,269</b>	<b>\$ 2,926,815</b>	<b>\$ 8,450,760</b>
<b>Total Fund Balance - Governmental Funds</b>				<b>\$ 4,728,903</b>
Amounts reported for governmental activities in the statement of net position are different because:				
Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in governmental funds.				18,363,891
Real estate taxes receivable, earned income taxes receivable, and sanitation receivable will be collected next year but are not available soon enough to pay for the current period's expenditures and, therefore, are reported as unavailable in the funds.				1,697,748
The net pension and other post-employment benefits liabilities are not reflected on the fund financial statements.				(9,006,911)
Deferred outflows and inflows of resources for pension are recorded and amortized in the statement of net position and are not recorded on the fund financial statements.				448,527
Unamortized charges on bond refundings are reported as deferred outflows of resources on the governmental activities statement of net position but are not reported in the funds.				753,178
Long-term liabilities are not due and payable in the current period and, therefore, are not reported as liabilities in the fund.				(19,670,010)
<b>Total Net Position of Governmental Activities</b>				<b>\$ (2,684,674)</b>

See accompanying notes to primary government financial statements.

## BOROUGH OF PLUM

### STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE GOVERNMENTAL FUNDS

YEAR ENDED DECEMBER 31, 2017

	General	2010 Bond Fund	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>				
Taxes	\$ 8,936,820	\$ -	\$ 3,236,686	\$ 12,173,506
Licenses and permits	826,381	-	-	826,381
Fines and forfeits	58,828	-	-	58,828
Interest, rent, and royalties	5,380	-	23,352	28,732
Intergovernmental	691,674	-	1,039,888	1,731,562
Charges for services	1,907,142	-	698,678	2,605,820
Miscellaneous	68,504	-	-	68,504
Total revenues	<u>12,494,729</u>	<u>-</u>	<u>4,998,604</u>	<u>17,493,333</u>
<b>Expenditures:</b>				
Current:				
General government	1,686,019	-	-	1,686,019
Public safety	5,080,343	-	2,109,846	7,190,189
Public works	4,077,504	-	2,320,815	6,398,319
Culture and recreation	592,257	-	35,821	628,078
Capital outlay	-	-	1,099,875	1,099,875
Debt service:				
Principal	219,743	-	995,334	1,215,077
Interest	12,545	-	546,479	559,024
Total expenditures	<u>11,668,411</u>	<u>-</u>	<u>7,108,170</u>	<u>18,776,581</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>826,318</u>	<u>-</u>	<u>(2,109,566)</u>	<u>(1,283,248)</u>
<b>Other Financing Sources (Uses):</b>				
Proceeds from capital lease	-	-	1,075,679	1,075,679
Proceeds from issuance of loan	-	-	824,000	824,000
Proceeds of capital asset disposition	-	-	48,374	48,374
Transfers in	-	-	30,000	30,000
Transfers out	-	-	(30,000)	(30,000)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>1,948,053</u>	<u>1,948,053</u>
<b>Net Change in Fund Balance</b>	<u>826,318</u>	<u>-</u>	<u>(161,513)</u>	<u>664,805</u>
<b>Fund Balance:</b>				
Beginning of year	<u>2,174,092</u>	<u>-</u>	<u>1,890,006</u>	<u>4,064,098</u>
End of year	<u>\$ 3,000,410</u>	<u>\$ -</u>	<u>\$ 1,728,493</u>	<u>\$ 4,728,903</u>

See accompanying notes to primary government financial statements.



# BOROUGH OF PLUM

## RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

YEAR ENDED DECEMBER 31, 2017

**Net Change in Fund Balance - Governmental Funds** \$ 664,805

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report general government, public safety, public works, and culture and recreation expenditures for capital assets as expenditures because such outlays use current financial resources. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation and disposals in the current period:

Public safety expenditures for capital assets	\$ 362,532	
Public works expenditures for capital assets	677,325	
Culture and Recreation expenditures for capital assets	35,821	
Capital outlay for capital assets	547,739	
Disposals of capital assets	(33,079)	
Less: depreciation expense	<u>(1,622,003)</u>	(31,665)

Current year long-term debt proceeds reported as other financing sources in the governmental fund financial statements are shown as increases in the long-term debt liability in the government-wide financial statements. (1,899,679)

Current year long-term debt principal payments reported as expenditures in the governmental fund financial statements are shown as reduction in the debt in the government-wide financial statements. 1,214,619

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. Unavailable revenues, excluding those from grants, decreased by this amount during the year. 65,308

Interest is accrued on outstanding debt in the government-wide financial statements, whereas in the governmental fund financial statements, interest expenditures are reported when due. Accrued interest increased by this amount during the year. (25,646)

The governmental fund financial statements report the effect of bond discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount represents the current year activity of these long-term debt related costs. (40,544)

Some expenses (i.e., changes in compensated absences and pension and OPEB liabilities) reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. (396,973)

**Change in Net Position of Governmental Activities** \$ (449,775)

See accompanying notes to primary government financial statements.

# BOROUGH OF PLUM

## COMBINED STATEMENT OF PLAN NET POSITION FIDUCIARY FUNDS

DECEMBER 31, 2017

	Pension Trust Funds	Agency Fund
<b>Assets</b>		
Cash and cash equivalents	\$ -	\$ 5,109
Investments at fair value:		
Guaranteed interest account	179,238	-
Mutual funds	1,431,464	-
Corporate bonds	424,987	-
Common stocks	5,327,583	-
Money market funds	198,726	-
ETFs	351,810	-
Common/collective trusts	3,003,975	-
Pooled separate accounts - equities	349,594	-
Pooled separate accounts - balanced/asset allocation	813,068	-
Pooled separate accounts - fixed income	272,406	-
<b>Total Assets</b>	12,352,851	5,109
<b>Liabilities</b>		
Due to Coal Miners' Memorial Committee	-	5,109
<b>Net Position Restricted for Pension Benefits</b>	\$ 12,352,851	\$ -

See accompanying notes to primary government financial statements.

# BOROUGH OF PLUM

## COMBINED STATEMENT OF CHANGES IN PLAN NET POSITION FIDUCIARY FUNDS

YEAR ENDED DECEMBER 31, 2017

	Pension Trust Funds
<b>Additions:</b>	
<hr/>	
Contributions:	
Employer, including state aid	\$ 728,051
Employee	134,107
	<hr/>
Total contributions	862,158
	<hr/>
Investment income:	
Net appreciation in fair value of investments	1,301,909
Interest and dividends	138,054
	<hr/>
Total investment income	1,439,963
	<hr/>
Total additions	2,302,121
	<hr/>
<b>Deductions:</b>	
<hr/>	
Benefits	681,245
Administrative expense	77,068
	<hr/>
Total deductions	758,313
	<hr/>
<b>Change in Plan Net Position</b>	1,543,808
	<hr/>
<b>Net Position:</b>	
<hr/>	
Beginning of year	10,809,043
	<hr/>
End of year	\$ 12,352,851
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See accompanying notes to primary government financial statements.

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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### 1. Reporting Entity

The Borough of Plum (Borough) operates under the Pennsylvania Borough Code, with an elected Mayor and seven elected Council members. The Borough covers approximately 29 square miles in southwestern Pennsylvania and has a population of approximately 25,000 residents. The Borough provides services in many areas to its residents, including various general government services, public safety, highway maintenance, and recreation.

The primary government financial statements (financial statements) include only the financial activity of the Borough and do not include the Plum Borough Municipal Authority (Authority), which is considered a component unit in accordance with accounting principles generally accepted in the United States of America applied to governmental entities. The Borough is considered to be financially accountable for the Authority because Council appoints the Authority's governing Board and guarantees the majority of the Authority's debt (Note 5). Separate financial statements for the Authority are available from its offices.

### 2. Summary of Significant Accounting Policies

#### Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the Borough. For the most part, the effect of inter-fund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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### Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resource measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Borough considers revenues to be available if they are collected within 45 days of the end of the current fiscal period. Property taxes, earned income taxes, franchise taxes, sanitation fees, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

### Fund Accounting

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

### Governmental Funds

Governmental funds are those through which most governmental functions typically are financed. Governmental funds reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they will be paid. The difference between the governmental fund assets and liabilities is reported as fund balance.

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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The Borough reports the following major governmental funds:

The *General Fund* is the Borough's primary operating fund. It accounts for all financial resources except those required to be accounted for in another fund.

The *2010 Bond Fund* is used to account for the proceeds of the 2010 General Obligation Bonds. The proceeds were used for various capital projects including construction of a public works facility and storm water projects.

Additionally, the Borough reports the following other governmental funds:

The *Fire Protection Fund* accounts for 0.388 mills of the property tax levy used to support fire services in the community and includes an annual contribution to the fire departments, training, fuel, and financing of capital improvements, such as apparatus and communications.

The *State Fund* accounts for state aid revenues (liquid fuels taxes) received from the Pennsylvania Department of Transportation for building, improving, lighting, and maintaining roads and bridges within the Borough.

The *Flood Mitigation Fund* accounts for the flood mitigation fees paid by residents for the construction, repair, maintenance, and monitoring of storm pipes, catch basins, retention ponds, and other storm water-related infrastructure.

The *Emergency Medical Services Fund* accounts for 0.336 mills of the property tax levy used to support emergency medical services in the community.

The *Debt Service Fund* is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs. The Borough uses the Debt Service Fund for payment of principal and interest on the Borough's General Obligation Bonds. The Council has designated 0.462 mills of the property tax levy for debt service expenditures.

The *Street Improvement Fund* accounts for 0.712 mills of the property tax levy used to fund major street and road improvements, including the annual paving program and road reconstruction.

The *Capital Improvements Fund* accounts for 0.26 mills of the property tax levy and is used to account for capital projects in the community.

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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The *2013 Bond Fund* is used to account for the proceeds of the 2013 General Obligation Bonds, which were refunded in 2016. The proceeds were used for capital projects throughout the Borough.

### Fiduciary Funds

Fiduciary funds are used to account for assets held in a trustee capacity. The Borough reports the following fiduciary funds:

The *Pension Trust Funds* are used to account for public employee retirement systems.

- The Police Pension Fund accounts for assets of the Borough police officers' retirement pension plan.
- The Administrative Pension Fund accounts for assets of the Borough administrative employees' retirement pension plan.

The *Agency Fund* is used to account for assets held by the Borough in a trustee capacity for the Coal Miners' Memorial Committee.

### Deposits and Investments

The Borough's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

### Investments are recorded at fair value.

The Borough categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

### Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds."

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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All tax receivables are shown net of an allowance for uncollectibles.

### Capital Assets

Capital assets generally result from expenditures in the governmental funds. These assets are reported in the government-wide statement of net position, but are not reported in the fund financial statements. Capital assets are defined by the Borough as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed.

The Borough has elected to account for general infrastructure assets (roads, bridges, sidewalks, and similar items) prospectively from the implementation of Governmental Accounting Standards Board (GASB) Statement No. 34 (calendar year 2004 for the Borough). The Borough reports infrastructure assets on a network and subsystem basis. Accordingly, the amounts spent for the construction or acquisition of infrastructure assets are capitalized and reported in the government-wide financial statements regardless of their amount.

Major outlays for capital assets and improvements are capitalized as projects are constructed; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of the asset are not capitalized.

Depreciation is computed using the straight-line method over the following estimated useful lives of the related assets:

Buildings and building improvements	20-30 years
Improvements other than buildings	7-20 years
Machinery and equipment	4-10 years
System infrastructure	30 years

### Compensated Absences

Compensatory time is an employment benefit entitling police officers to accrue up to 240 hours of compensatory time in lieu of overtime pay. The unfunded obligation associated with compensatory time is payable either in a lump sum upon an officer's retirement, termination, or incrementally if taken as additional time off during the year. Sick leave is an employment benefit entitling employees to accrue unused sick leave. Accrued sick leave is payable in a lump sum at a designated rate, according to department, upon retirement, or termination. Police officers hired prior to January 1, 2011 may accrue up to 100 days of

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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unused sick leave. If, as of December 31 of a given year, a police officer's accumulation is above 100 days, the Borough shall purchase the excess days at a rate of 75 percent of their current rate of pay. Officers hired on or after January 1, 2011 may accrue up to 100 sick leave days and all accrued sick-leave days above 100 days shall expire. All accrued sick-leave days for this group shall expire upon retirement, termination, or a police officer's death. Members of the Teamsters Union may accrue up to 60 sick days and all employees receive six sick leave days a year. These amounts will be paid as employees utilize sick leave and compensatory time benefits or as employees retire or terminate employment with the Borough. Vacation leave is payable in a lump sum at the employees' current rate of pay at the time the employee retires or terminates employment with the Borough. Vacation leave cannot be carried forward and must be used in the year following the year the vacation leave was earned.

A liability for compensated absences is determined by the payments which would be available to employees if they would leave or retire from the Borough. These amounts are reflected as long-term liabilities in the government-wide financial statements unless retirements are likely within the upcoming fiscal year. Costs associated with retirements in the immediate succeeding year are reflected as current liabilities. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

### Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, the face amount of debt issued is reported as an other financing source. Premiums received on debt issuances are also reported as other financing sources, while discounts on debt issuances are reported as other financing uses.

Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as current period costs in both the government-wide and fund financial statements.

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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### Fund Balance

In the fund financial statements, governmental funds report fund balance in categories based on the level of restriction placed upon the funds. The levels are as follows:

- Nonspendable – This category represents funds that are not in spendable form and includes such items as prepaid expenditures.
- Restricted – This category represents funds that are limited in use due to constraints on purpose and circumstances of spending that are legally enforceable by outside parties or enabling legislation. This category includes funds that are restricted for specific expenditure under agreement with grantors. At December 31, 2017, the Borough had restrictions through grant agreements, government ordinance, and debt covenants.
- Committed – This category represents funds that are limited in use due to constraints on purpose and circumstances of spending imposed by elected council by budget ordinance. Such a commitment is made via a Council resolution and must be made prior to the end of the fiscal year. Removal of this commitment also requires a Council resolution. As of December 31, 2017, the Borough had no committed funds.
- Assigned – This category represents intentions of the Borough to use the funds for specific purposes. The authority to make assignments of fund balance may be made by the Borough Manager or Borough Council and remains in place until released. The assignment cannot exceed the available spendable unassigned fund balance in any particular fund. The authority granted to the Borough Manager to make assignments became effective upon adoption of this policy in 2011 by Borough Council and remains in effect until rescinded by resolution of Borough Council. Assigned fund balances as of December 31, 2017 are described on the face of the governmental fund balance sheet.
- Unassigned – This category includes the residual classification for the Borough's General Fund and includes all spendable amounts not contained in other classifications.

The Borough's policy is to use funds in the order of the most restricted to the least restrictive.

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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The Borough's fund balance provides for a minimum Unassigned Fund balance of 5% of the Borough's General Fund annual operating expenditures.

### Deferred Outflows / Inflows of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position and/or fund balance that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense) until then. The Borough's deferred outflows of resources include deferred outflows related to the deferred charge on refunding related to debt and deferred outflows or resources related to pensions. The deferred charge on refunding resulted from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. See discussion below regarding the Borough's deferred outflows of resources related to pensions.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Borough only has one type of item, which arises under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: taxes and sanitation fees. This amount is deferred and recognized as an inflow of resources in the period that the amounts become available.

### Deferred Outflows of Resources Related to Pensions

In conjunction with pension accounting requirements, the effect of the difference between projected and actual earnings on pension plan investments are recorded as deferred outflows of resources related to pensions on the government-wide financial statements. These amounts are determined based on actuarial valuations performed for the plans. Note 8 presents additional information about the pension plans.

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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### Classification of Net Position

Accounting standards requires the classification of net position into three components – net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

- Net investment in capital assets – This component of net position consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt are also included in this component of net position. If there are significant unspent related debt proceeds or deferred inflows of resources at the end of the reporting period, the portion of the debt or deferred inflows of resources attributable to the unspent amount is not included in the calculation of net investment in capital assets. Instead, that portion of the debt or deferred inflow of resources is included in the same net position component (restricted or unrestricted) as the unspent amount.
- Restricted – This component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Generally, a liability relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability or if the liability will be liquidated with restricted assets.
- Unrestricted – This component of net position is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted components of net position.

### Pensions

For purposes of measuring the net pension liability, deferred outflows of resources related to pensions, and pension expense, information about the fiduciary net position of the pension plans, as well as additions to and deductions from the pension plan fiduciary net position have been determined on the same basis as they are reported in the financial statements of the pension plans. Employer contributions are recognized when due and the employer has a legal requirement to provide the contributions. Investments are reported at fair value.

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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### Budgets and Budgetary Accounting

In accordance with the Borough Code, beginning at least thirty days prior to the adoption of the budget, which shall not be later than December 31, a proposed budget for the ensuing year shall be prepared in a manner designated by the Council. The proposed budget shall be kept on file with the Borough secretary/treasurer and made available for public inspection for a period of ten days. Notice that the proposed budget is available for public inspection is published by the Borough secretary/treasurer in a newspaper of general circulation. After the expiration of the said ten days, Council shall make such revisions in the budget as shall be deemed advisable and shall adopt the budget by motion. Details of the budget at the account level of control are kept in the Borough office and are available for public inspection.

For 2017, the Borough budgeted its General Fund, Street Improvement Fund, Capital Improvement Fund, Fire Fund, Debt Service Fund, Liquid Fuels Fund, Flood Mitigation Fund and Emergency Medical Services Fund. The 2010 Bond Fund and 2013 Bond Fund were not budgeted.

Within the General Fund, Council approves all account line item budget overruns, and will approve transfers if necessary between departments. Therefore, although the legal level of control is by line item expenditure, budget transfers will only be executed if an entire department would exceed budget. Amounts that exceeded budget were funded by available General Fund fund balance and no budget transfers were done.

### Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ than those estimates.

### Adoption of Accounting Pronouncement

The requirements of the following GASB Statement were adopted for the financial statements:

GASB Statement No. 82, *"Pension Issues – An Amendment of GASB Statements No 67, No. 68, and No. 73),"* addresses issues regarding the presentation of payroll-related measures in required supplementary information, the selection of assumptions and the treatment

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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of deviations from the guidance in an Actuarial Standard of Practice for financial reporting purposes, and the classification of payments made by employers to satisfy employee contribution requirements. The provisions of this statement have been adopted and incorporated into these financial statements.

### Pending Pronouncements

GASB has issued statements that will become effective in future years including Statement Nos. 75 (OPEB Employer), 82 (Pensions), 83 (Asset Retirement Obligations), 84 (Fiduciary Activities), 85 (Omnibus 2017), 86 (Certain Debt Extinguishment Issues), 87 (Leases), and 88 (Certain Disclosures Related to Debt). Management has not yet determined the impact of these statements on the financial statements.

### **3. Cash and Investments**

Pennsylvania statutes provide for investment of governmental funds into certain authorized investment types including U.S. Treasury bills, other short-term U.S. government obligations, short-term commercial paper issued by a public corporation, banker's acceptances, insured or collateralized time deposits, and certificates of deposit. The statutes allow pooling of governmental funds for investment purposes.

The deposit and investment policy of the Borough adheres to state statutes. Deposits of the Borough's governmental funds are maintained in interest-bearing demand deposits, governmental investment pools, or savings accounts.

Accounting principles require disclosures related to the following deposit and investment risks: credit risk (including custodial credit risk and concentrations of credit risk), and interest rate risk. The following is a description of the Borough's deposit and investment risks:

#### Governmental Funds and Agency Fund

*Custodial Credit Risk – Deposits.* Custodial credit risk is the risk that in the event of a bank failure, the Borough's deposits may not be returned to it. The Borough's deposit policy requires deposits to be held in institutions that are insured by one of the federal deposit insurance organizations and when the value of the Borough's deposits exceed the insurable limits, the additional sums must be secured by collateral pledged by the depository.

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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As of December 31, 2017, \$2,925,877 of the Borough's bank balance of \$3,185,977 was exposed to custodial credit risk which is collateralized in accordance with Act 72 of the Pennsylvania state legislature, which requires the institution to pool collateral for all governmental deposits and have the collateral held by an approved custodian in the institution's name. These deposits had carrying amounts of \$3,112,239 (governmental funds) and \$5,109 (Agency Fund) as of December 31, 2017.

As of December 31, 2017, the Borough had the following short-term investments in cash equivalents:

<u>Investments</u>	<u>Fair Value</u>
PGLIT	\$ 532,955
Money markets	598,315
Carrying amount - governmental deposits	<u>3,112,239</u>
Total cash and cash equivalents per governmental fund financial statements	<u>\$ 4,243,509</u>

The fair value of the Borough's investments is the same as their carrying amount. The Borough's investments are not exposed to custodial credit risk because they are not evidenced by securities that exist in physical or book entry form.

The Borough's investment in PLGIT (an external investment pool) is the same as the value of the pool shares and is reported at amortized cost which approximates fair value. All investments in an external investment pool that is not SEC registered are subject to oversight by the Commonwealth of Pennsylvania. The Borough can withdraw funds from the external investment pool without limitations or fees.

Money markets are valued using quoted marked prices (Level 1 inputs).

The following is a description of the Borough's investment risks:

*Credit Risk.* The Borough's investment policy limits its investment choices to only those with investment grade credit ratings by nationally recognized statistical rating organizations. As of December 31, 2017, the Borough's investments in PLGIT and Money Markets are rated AAAM by Standard & Poor's.

*Interest Rate Risk.* Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of the Borough's investments. The Borough's investment

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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policy limits the average investment maturity of the investment portfolio to less than three years, with a maximum maturity in any one security of five years without prior Council approval. All of the Borough's investments are short-term with maturities of less than one year.

### Pension Trust Funds

The pension trust funds are used to account for assets held by the Borough in a trustee capacity for future payment of retirement benefits to employees or former employees.

The pension trust funds' investments in money markets, equity and fixed income funds, and guaranteed interest accounts are not exposed to custodial credit risk because they are not evidenced by securities that exist in physical or book entry form. Investments in common stock are not subject to the disclosure requirements of GASB Statement No. 40.

The following is a description of the pension trust funds' investment risks:

*Credit risk.* The risk that an issuer or other counterparty to an investment will not fulfill its obligations is called credit risk. The investment policy of the Police Pension Fund requires the weighted average quality of the fixed income portfolio will be maintained at "A" or better, no more than 15% of fixed income in Standard & Poor's rating of BBB, and no more than 5% of fixed income in Standard & Poor's rating below BBB.

As of December 31, 2017, the pension trust funds' investments in guaranteed interest accounts were rated A+ and A1 by Standard & Poor's and Moody's, respectively, and the Borough's investments in money market funds were rated AAAM and Aaa by Standard & Poor's and Moody's. The remaining equity holdings, common/collective trusts, money market funds, and mutual fund investments were not rated by nationally recognized statistical rating organizations. Fixed income includes investments in corporate bonds totaling \$424,987 at December 31, 2017 which are rated A+ by Moody's.



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*Interest Rate Risk.* Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of the pension trust funds' investments. The pension trust funds do not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The following table shows investment maturities in years for pension trust fund investments with maturities:

Investment Type	Fair Value	Investment Maturities (In Years) from December 31		
		Less than 1 Year	1-5 Years	6-10 Years
Guaranteed interest accounts	\$ 179,238	\$ 18,684	\$ 160,554	\$ -
Corporate bonds	424,987	-	-	842,342
Total securities with maturities	<u>\$ 604,225</u>	<u>\$ 18,684</u>	<u>\$ 160,554</u>	<u>\$ 842,342</u>

Financial instruments potentially expose the pension trust funds to various risks such as concentrations of credit risk and market risks. Concentration of credit risk for investments in marketable securities is mitigated by the overall diversification of managed investment portfolios. Due to the level of risk associated with certain investments, it is at least reasonably possible that changes in values of investments will occur in the near term and that such change could materially affect the amount reported on the combined statement of fiduciary net position.

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The composition of the pension trust funds is noted below along with the fair value measurements as of December 31, 2017:

Investments by Fair Value Level:	December 31, 2017	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Fixed Income:</b>				
Guaranteed Interest Account	\$ 179,238	\$ -	\$ -	\$ 179,238
Corporate Bonds	424,987	-	424,987	-
Total Fixed Income	604,225	-	424,987	179,238
<b>Equities:</b>				
Mutual Funds - Small/Mid US Equity	5,405	5,405	-	-
Common Stocks				
Industrials	802,920	802,920	-	-
Consumer Discretionary	769,527	769,527	-	-
Consumer Staples	360,776	360,776	-	-
Financials	1,173,937	1,173,937	-	-
Health Care	577,344	577,344	-	-
Information Technology	1,124,160	1,124,160	-	-
Other	518,919	518,919	-	-
Money Market Funds	198,726	198,726	-	-
Mutual Funds - Global	622,588	622,588	-	-
Mutual Funds - Balanced	803,471	803,471	-	-
ETFs - Growth	351,810	351,810	-	-
Total Equities	7,309,583	7,309,583	-	-
Total investments by fair value level	7,913,808	\$ 7,309,583	\$ 424,987	\$ 179,238
<b>Investments measured at the net asset value (NAV):</b>				
Common/collective Trusts	3,003,975			
<b>Pooled Separate Accounts - Equities:</b>				
Large US Equity	169,861			
Small/Mid US Equity	101,750			
International Equity	77,983			
<b>Pooled Separate Accounts - Balanced/Asset Allocation</b>	813,068			
<b>Pooled Separate Accounts - Fixed Income:</b>				
Short-Term Fixed Income	41,393			
Fixed Income	231,013			
Total investments measured at NAV	4,439,043			
Total investments measured at fair value	\$ 12,352,851			

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YEAR ENDED DECEMBER 31, 2017

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Money markets, mutual funds, common stock, and exchange traded funds are valued using quoted marked prices (Level 1 inputs). Corporate bonds are valued using a matrix pricing model (Level 2 inputs).

The fair value of guaranteed interest accounts represents contract value adjusted to reflect current market interest rates only to the extent such market rates exceed crediting rates (Level 3 inputs). The value represents the amount plan participants would receive currently if they were to withdraw or transfer funds within the plan prior to their maturity for an event other than death, disability, termination, or retirement. There are no unfunded commitments.

### Investments Measured Using the Net Asset Value per Share Practical Expedient

Interest in pooled separate accounts is valued at the net asset value of shares held by the Plan at year-end. Separate account funds invest in mutual funds, including funds managed by Principal, and other funds managed by outside investment advisors. Investments held in the separate accounts are stated at fair value and are not available to satisfy the liabilities of the general account. Pooled separate accounts are valued at net asset per share as determined by investment managers under the so-called "practical expedient." The practical expedient allows net asset value per share to represent fair value for reporting purposes when the criteria for using this method are met. The pooled separate accounts consist of mutual funds actively traded that are easily redeemed at the request of participants. The investment strategies of the underlying investment funds of the separate account include seeking capital appreciation and current income.

The Borough also reports common/collective trust funds using the net asset value per share as determined by investment managers under the so-called "practical expedient." The net asset values of the common/collective trust funds are determined by the funds and provided by the portfolio manager. Valuations are generally based on the compilation of prices from each fund's underlying company or fund administrator. Upon completion of the fund valuations, the Borough's individual investor valuations are based upon their ownership share of each pool.

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of the future fair values. Furthermore, although the Plan believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

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## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

December 31, 2017	Fair Value	Unfunded Commitments	Redemption Frequency (If Currently Eligible)	Redemption Notice Period
Pooled separate accounts	\$ 1,435,068	n/a	Daily	n/a
Common/collective trusts	\$ 3,003,975	n/a	Daily	n/a

### 4. Long-Term Debt

Long-term liability activity for the year ended December 31, 2017 was as follows:

	Amounts Payable as of January 1, 2017	Change in Long-term Payables	New Debt	Repayment/ Amortization	Amounts Payable as of December 31, 2017	Due Within One Year
Bonds payable	\$ 16,900,000	\$ -	\$ -	\$ (415,000)	\$ 16,485,000	\$ 425,000
Less: deferred amounts:						
For issuance discounts	(103,121)	-	-	4,296	(98,825)	-
Total bonds payable	16,796,879	-	-	(410,704)	16,386,175	425,000
Term loans	236,712	-	824,000	(82,740)	977,972	138,772
Capital leases	1,360,441	-	1,075,679	(716,879)	1,719,241	622,525
Compensated absences	476,197	38,053	-	-	514,250	-
Total	\$ 18,870,229	\$ 38,053	\$ 1,899,679	\$ (1,210,323)	\$ 19,597,638	\$ 1,186,297

#### Term Loans and Bonds

In April 2008, the Borough issued a \$550,000 term loan to finance the purchase of a fire truck for the Holiday Park Fire Department. The fire department will hold title to the truck with the Borough listed as co-owner on the title. The outstanding balance of \$137,740 as of December 31, 2017 will mature in quarterly payments from 2018 through 2020. Interest is payable quarterly at a rate of 4.03%.

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## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

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In June 2008, the Borough issued a \$270,000 term loan to finance the purchase of a fire truck for the Logan's Ferry Fire Department. The fire department will hold title to the truck with the Borough listed as co-owner on the title. The outstanding balance of \$16,232 as of December 31, 2017 will mature in quarterly payments in 2018. Interest is payable quarterly at a rate of 3.95%.

In March 2017, the Borough issued a \$412,000 term loan to finance the purchase of a fire truck for the Renton Fire Company. The fire department will hold title to the truck with the Borough listed as co-owner on the title. The outstanding balance of \$412,000 as of December 31, 2017 will mature in annual payments in 2027. Interest is payable annually at a rate of 3.49%.

In March 2017, the Borough issued a \$412,000 term loan to finance the purchase of a fire truck for the Holiday Park Fire Company. The fire department will hold title to the truck, with the Borough listed as co-owner on the title. The outstanding balance of \$412,000 as of December 31, 2017 will mature in annual payments in 2027. Interest is payable annually at a rate of 3.49%.

Because the Borough does not operate the fire trucks, maintain the fire trucks, or have full title to the fire trucks, the trucks are not included in the capital assets of the Borough.

In December 2013, the Borough issued General Obligation Bonds in the amount of \$5,040,000, the proceeds of which were used to finance the construction of a new fire and EMS building. These bonds carry interest rates ranging from .5% to 4.75% and mature through 2044. During 2016, the Borough refunded \$4,740,000 of these bonds via the issuance of the 2016 General Obligation Bonds noted below. At December 31, 2017, the outstanding balance was \$60,000.

In July 2014, the Borough issued General Obligation Bonds in the amount of \$5,305,000 (2014 Bonds), the proceeds of which were used to advance refund a portion of the Series B of 2010 Bonds. These bonds carry interest rates ranging from .35% to 3.4% and mature through 2031. At December 31, 2017, the outstanding balance was \$5,170,000.

The debt service requirements of the 2014 Bonds is substantially the same as what the debt service requirements would have been on the remaining Series B of 2010 Bonds if there had been no refunding. The 2014 refunding resulted in a deferred refunding loss of \$289,157, which will be amortized over the life of the 2014 Bonds.

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## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

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In June 2015, the Borough issued General Obligation Bonds in the amount of \$6,065,000 (2015 Bonds), the proceeds of which were used to currently refund the outstanding Series B of 2010 Bonds. These bonds carry interest rates ranging from .6% to 3.75% and mature through 2040. At December 31, 2017, the outstanding balance was \$5,490,000.

In connection with the Series B of 2010 Bonds current refunding noted above, a portion of the proceeds were deposited into an irrevocable trust with an escrow agent to provide for certain debt service payments on the refunded debt. As a result, the refunded bonds are considered defeased and the liability has been removed from the statement of net position. None of the defeased Series B of 2010 Bonds remained outstanding as of December 31, 2017.

The 2015 refunding resulted in a deferred refunding loss of \$108,476, which is be amortized over the life of the 2015 Bonds.

In May 2016, the Borough issued General Obligation Bonds in the amount of \$5,830,000 (2016 Bonds), the proceeds of which were used to advance refund a portion of the outstanding 2013 Bonds. These bonds carry interest rates ranging from .75% to 3.375% and mature through 2044. At December 31, 2017, the outstanding balance was \$5,765,000.

The debt service requirements of the 2016 Bonds is substantially the same as what the debt service requirements would have been on the remaining 2013 Bonds if there had been no refunding. The 2016 refunding resulted in a deferred refunding loss of \$464,341, which will be amortized over the life of the 2016 Bonds.

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YEAR ENDED DECEMBER 31, 2017

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Annual debt service requirements for the bonds and term loans are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 563,772	\$ 558,084	\$ 1,121,856
2019	568,448	537,257	1,105,705
2020	554,055	520,163	1,074,218
2021	532,996	507,787	1,040,783
2022	545,760	495,158	1,040,918
2023-2027	2,997,941	2,249,415	5,247,356
2028-2032	2,780,000	1,806,786	4,586,786
2033-2037	3,265,000	1,285,388	4,550,388
2038-2042	3,905,000	638,806	4,543,806
2043-2044	1,750,000	57,200	1,807,200
Total	<u>\$ 17,462,972</u>	<u>\$ 8,656,044</u>	<u>\$ 26,119,016</u>

### Tax Anticipation Note

In January 2017, the Borough issued a \$3,500,000 tax anticipation note. This note is secured by all taxes and current revenues of the Borough and matured on December 31, 2017. The interest rate on the note was 1.25% and the balance was paid in full by December 31, 2017.

In January 2018, the Borough issued a \$3,500,000 tax anticipation note. This note is secured by all taxes and current revenues of the Borough and will mature on December 31, 2018. The interest rate on the note is 1.6% and is expected to be paid in full by December 31, 2018.

### Obligations under Capital Leases

The Borough has entered into various capital lease agreements for the purchase of equipment. The leases require annual payments of principal and interest and are secured by the related equipment. The lease maturity dates range from 2015 to 2021. At December 31, 2017, the total original cost of equipment under capital lease was \$3,109,649.

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# BOROUGH OF PLUM

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Present value of future minimum lease payments for these capital leases for the years ending December 31 are as follows:

2018	\$	695,436
2019		562,973
2020		402,988
2021		<u>209,720</u>
		1,871,117
Less: interest		<u>(151,876)</u>
	\$	<u><u>1,719,241</u></u>

### 5. Guarantee of Debt

The Borough guarantees certain obligations of the Authority. Outstanding obligations guaranteed by the Borough at December 31, 2017 consist of the following:

#### 2008 Sewer Revenue Bonds

During fiscal year 2008, the Authority issued Sewer Revenue Bonds, Series 2008 B in the amount of \$4,675,000 and Sewer Revenue Bonds, Series 2008 C, in the amount of \$1,415,000, collectively referred to as 2008 Sewer Bonds. The proceeds of the 2008 Sewer Bonds were used to provide funds to advance refund portions of the outstanding 1999 and 2003 Sewer Revenue Bonds Series and to finance certain capital projects.

At December 31, 2017, the amount outstanding relating to the 2008 Sewer Bonds was \$5,135,000. The 2008 Sewer Bonds carry interest rates ranging from 4.15% to 6.50% and mature through 2026.

#### 2008 Water Revenue Bonds

During fiscal year 2008, the Authority issued Water Revenue Bonds, Series 2008 (2008 Water Bonds), in the amount of \$3,535,000. The proceeds of the 2008 Water Bonds are to be used to finance the issuance costs and to finance certain capital projects.

At December 31, 2017, the amount outstanding relating to the 2008 Water Revenue Bonds was \$1,415,000. The 2008 Water Revenue Bonds carry interest rates ranging from 2.40% to 4.00% and mature through 2021.

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### 2014 Water Revenue Bonds

During fiscal year 2014, the Authority issued Water Revenue Bonds, Series 2014 in the amount of \$1,685,000. The proceeds of the 2014 Water Bonds were used to finance certain capital projects.

At December 31, 2017, the amount outstanding relating to the 2014 Water Bonds was \$1,685,000. The 2014 Water Bonds carry interest rates ranging from 3.5% to 3.625% and mature in 2033.

### 2015 Water Revenue Bonds

During fiscal year 2015, the Authority issued Water Revenue Bonds, Series 2015 A in the amount of \$6,155,000. The proceeds of the 2015 A Water Bonds were used to provide funds for the financing of certain water system capital projects.

At December 31, 2017, the amount outstanding relating to the 2015 A Water Bonds was \$6,155,000. The 2015 A Water Bonds carry interest rates ranging from 3.7% to 4.0% and mature in 2040.

### 2015 Sewer Revenue Bonds

During fiscal year 2015, the Authority issued Sewer Revenue Bonds, Series 2015 B in the amount of \$1,170,000. The proceeds of the 2015 B Revenue Bonds will were used to provide funds for the financing of certain sanitary sewer system capital projects.

At December 31, 2017, the amount outstanding relating to the 2015 B Revenue Bonds was \$1,170,000. The 2015 B Revenue Bonds carry an interest rate of 3.25% and mature in 2027.

During fiscal year 2015, the Authority issued Sewer Revenue Bonds, Refunding Series 2015 C in the amount of \$8,510,000 and Sewer Revenue Bonds, (Federally Taxable) Refunding Series 2015 D in the amount of \$530,000, collectively referred to as 2015 C and D Revenue Bonds. The proceeds of the 2015 C and D Revenue Bonds were used to currently refund a portion of the Authority's Sewer Revenue Bonds, Refunding Series 2008 B, currently refund all of the Authority's Sewer Revenue Bonds, Series 2010 C, for the financing of a debt service surety policy for the 2015 C and D Revenue Bonds, and to currently refund the 2003 PennVest loan.

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At December 31, 2017, the amount outstanding relating to the 2015 C and D Revenue Bonds was \$7,365,000. The 2015 Revenue Bonds carry interest rates ranging from 2.50% to 3.10% and mature in 2027.

### 2016 Water Revenue Bonds

During fiscal year 2016, the Authority issued Water Revenue Bonds, Refunding Series 2016 A in the amount of \$6,110,000. The proceeds of the 2016 Water Revenue Bonds were used to currently refund all of the Authority's Water Revenue Bonds, Series 2010 A, Water Revenue Bonds, Series 2011 A, and Water Revenue Bonds Series 2011 C.

At December 31, 2017, the amount outstanding relating to the 2016 Water Revenue Bonds was \$6,000,000. The 2016 Water Revenue Bonds carry interest rates ranging from 1.60% to 2.625% and mature in 2030.

### 2016 Sewer Revenue Bonds

During fiscal year 2016, the Authority issued Sewer Revenue Bonds, Refunding Series 2016 B in the amount of \$6,340,000. The proceeds of the 2016 Sewer Revenue Bonds were used to currently refund all of the Authority's Sewer Revenue Bonds, Refunding Series 2011 B.

At December 31, 2017, the amount outstanding relating to the 2016 Sewer Revenue Bonds was \$6,255,000. The 2016 Sewer Revenue Bonds carry interest rates ranging from 2.00% to 3.00% and mature in 2025.

### 2017 Water Revenue Bonds

During fiscal year 2017, the Authority issued Water Revenue Bonds, Series 2017 A in the amount of \$3,345,000. The proceeds of the 2017 A Water Revenue Bonds were used to provide funds for the financing of certain water system capital projects.

At December 31, 2017, the amount outstanding relating to the 2017 A Water Bonds was \$3,345,000. The 2017 A Water Bonds carry an interest rate of 3.25% and mature in 2043.

During fiscal year 2017, the Authority issued Water Revenue Bonds, Series 2017 B in the amount of \$1,265,000. The proceeds of the 2017 B Water Revenue Bonds were used to provide funds for the financing of certain water system capital projects.

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## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

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At December 31, 2017, the amount outstanding relating to the 2017 B Water Bonds was \$1,265,000. The 2017 B Water Bonds carry interest rates ranging from 3.00% to 4.125% and mature in 2037.

### 2017 Sewer Revenue Bonds

During fiscal year 2017, the Authority issued Sewer Revenue Bonds, Series 2017 C in the amount of \$2,155,000. The proceeds of the 2017 C Sewer Revenue Bonds were used to provide funds for the financing of certain sewer system capital projects.

At December 31, 2017, the amount outstanding relating to the 2017 C Sewer Bonds was \$2,155,000. The 2017 C Sewer Bonds carry an interest rate of 2.625% and mature in 2028.

During fiscal year 2017, the Authority issued Sewer Revenue Bonds, Series 2017 D in the amount of \$1,260,000. The proceeds of the 2017 D Sewer Revenue Bonds were used to provide funds for the financing of certain sewer system capital projects.

At December 31, 2017, the amount outstanding relating to the 2017 D Sewer Bonds was \$1,260,000. The 2017 D Sewer Bonds carry an interest rate of 3.75% and mature in 2029.

Future annual debt service requirements on debt guaranteed by the Borough are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 2,295,000	\$ 1,345,964	\$ 3,640,964
2019	2,360,000	1,306,236	3,666,236
2020	2,440,000	1,232,494	3,672,494
2021	2,565,000	1,155,239	3,720,239
2022	2,630,000	1,089,735	3,719,735
2023-2027	14,255,000	4,230,906	18,485,906
2028-2032	6,660,000	2,346,351	9,006,351
2033-2037	4,340,000	1,528,513	5,868,513
2038-2042	4,760,000	647,630	5,407,630
2043	900,000	29,250	929,250
	<u>\$ 43,205,000</u>	<u>\$ 14,912,318</u>	<u>\$ 58,117,318</u>

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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During 2017, the Borough did not make any payments on behalf of or contribute to the Authority.

### 6. Interfund Receivables, Payables, and Transfers

Interfund receivables and payables at December 31, 2017 are summarized below:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>	<u>Transfers In</u>	<u>Transfers Out</u>
Major Funds:				
General Fund	\$ 534,406	\$ -	\$ -	\$ -
2010 Bond Fund	-	486,269	-	-
Other Governmental Funds	-	48,137	30,000	30,000
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Total	<u>\$ 534,406</u>	<u>\$ 534,406</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>

Transactions between funds which are not expected to be repaid are accounted for as transfers. In those cases when repayment is expected within the next fiscal year, the transactions are accounted for through the various due from and due to accounts.

# BOROUGH OF PLUM

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### 7. Capital Assets

A summary of current year changes in capital assets is as follows:

	Balance at December 31, 2016	Additions	Deletions/ Reclassifications	Balance at December 31, 2017
Capital assets, not being depreciated:				
Construction in progress	\$ 31,675	\$ -	\$ (31,675)	\$ -
Land	388,660	-	-	388,660
Total capital assets, not being depreciated	420,335	-	(31,675)	388,660
Capital assets, being depreciated:				
Infrastructure	3,336,123	479,476	27,390	3,842,989
Buildings and building improvements	14,262,681	-	-	14,262,681
Improvements other than buildings	1,111,663	59,112	-	1,170,775
Machinery and equipment	5,394,878	1,084,829	(185,930)	6,293,777
Total capital assets, being depreciated	24,105,345	1,623,417	(158,540)	25,570,222
Less: accumulated depreciation for:				
Infrastructure	266,080	116,568	-	382,648
Buildings and building improvements	2,228,588	702,206	-	2,930,794
Improvements other than buildings	455,914	58,322	-	514,236
Machinery and equipment	3,179,542	744,907	(157,136)	3,767,313
	6,130,124	1,622,003	(157,136)	7,594,991
Total capital assets, being depreciated, net	17,975,221	1,414	(1,404)	17,975,231
Total capital assets, net	\$ 18,395,556	\$ 1,414	\$ (33,079)	\$ 18,363,891

Depreciation expense was charged to functions/programs of the Borough as follows:

Governmental activities:	
General government	\$ 131,366
Public safety	363,508
Public works	1,042,351
Culture and recreation	84,778
Total depreciation expense - governmental activities	\$ 1,622,003

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## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

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### 8. Pension Plans

The Borough administers two single-employer pension plans covering substantially all full-time employees: the Police Pension Plan (Police Plan), a defined benefit plan for police officers and the Administrative Pension Plan (Administrative Plan), a defined contribution plan for administrative employees. Stand-alone financial statements are not issued for either plan. The Borough also makes contributions to the multi-employer Western Pennsylvania Teamsters and Employers Pension Fund (Non-Uniformed Pension Plan) for its road, clerical, and dispatch employees in accordance with a collective bargaining agreement. The Non-Uniformed Pension Plan is administered solely by its Trustees and is subject to GASB Statement No. 78.

#### Police Plan - Summary of Significant Accounting Policies

Financial information is presented on the accrual basis of accounting. Employer contributions to this the Police Plan are recognized when earned. Benefits and refunds are recognized when incurred in accordance with the terms of the Police Plan.

Police Plan assets are reported at fair value. Police Plan assets are invested primarily in equities and common/collective trusts. The Police Plan did not have any investment transactions with related parties during the year.

#### Police Plan – Description

The Police Plan is a single-employer defined benefit plan available to all full-time Borough police officers under Act 205 of the Commonwealth of Pennsylvania (Act). The Police Plan is governed by the Borough’s Council which has delegated the authority to manage certain Plan assets to the Police Pension Committee. Police Plan provisions and contribution requirements are established and may be amended by the Borough. The activity of the plan is reported within the Pension Trust Funds in the accompanying financial statements.

At December 31, 2017, Police Plan membership consisted of the following:

Inactive plan members or beneficiaries currently receiving benefits	16
Inactive plan members entitled to but not yet receiving benefits	0
Active plan members	<u>27</u>
Total plan members	<u><u>43</u></u>

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YEAR ENDED DECEMBER 31, 2017

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### Police Plan – Benefits Provided

*Retirement Benefit* - Participants are eligible for retirement upon the later of the completion of 25 years of aggregate service or attainment of age 50. Participants are fully vested in the Police Plan upon the completion of 12 years of aggregate service. The monthly pension benefit is equal to 50 percent of the final monthly salary averaged over the last 36 months of employment plus a service increment of \$100 after 26 years of service. The service increment is not available for employees hired after 2010.

*Disability Benefit* - If a participant becomes totally and permanently disabled as a result of accident or sickness occurring in the line of duty, the participant is entitled to receive a monthly disability benefit. A participant who is disabled prior to April 17, 2002 is entitled to the accrued benefit as of the date of disability plus COLA. For disabilities incurred on or after April 17, 2002, the disability benefit is the greater of (i) the accrued benefit, or (ii) 50 percent of the participant's salary at the date of disability offset by the Social Security disability benefits attributable to the disability.

*Death Benefit* - If a participant's death occurs in the line of duty and the participant is survived by an eligible spouse or dependent children, a monthly benefit is payable until the latest of the spouse's death, spouse's remarriage, or the youngest dependent attaining age 18 (age 23 if attending college). The benefit payable is 100% of the participant's salary at the time of death. If a participant's death occurs after the participant has qualified for retirement and the participant is survived by an eligible spouse or dependent children, a monthly benefit is payable until the latest of the spouse's death, spouse's remarriage, or the youngest dependent attaining age 18 (age 23 if attending college). The benefit payable is 50% of the pension the participant was receiving or entitled to receive on the date of death.

*Cost-of-Living Adjustments* – Benefit terms provide for annual cost-of-living adjustments to each member's retirement allowance subsequent to the member's retirement date. The annual adjustments are equal to the percentage change in the CPI-W during the last year, multiplied by the pension benefit less the service increment, if any. The total of all increases may not exceed 30% of the retiree's original benefit, nor may the sum of the retiree's benefit and all increases exceed 75% of the average monthly salary used to compute the initial benefit.

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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### Police Plan – Contributions and Funding Policy

The Act requires that annual contributions be based upon the calculation of the Minimum Municipal Obligation (MMO). The MMO calculation is based upon the biennial actuarial valuation. Employees are not required to contribute under the Act, such contributions are subject to collective bargaining. Employee contributions to the Police Plan for 2017 were \$134,107, which represents 5% of covered payroll.

The Commonwealth of Pennsylvania (Commonwealth) allocates certain funds to assist in pension funding, which is funded by state foreign casualty insurance tax. Any financial requirement established by the MMO that exceeds the Commonwealth allocation must be funded by the Borough. In 2017, the Borough used the Commonwealth allocation for its police, administrative, and non-uniformed pension plans. The portion allocated to the Police Plan was \$238,589. The remaining \$395,755 was provided by the General Fund during 2017.

Administrative costs, including investment, custodial trustee, and actuarial services are charged to the Police Plan and funded by investment earnings.

### Police Plan – Net Pension Liability

The components of the net pension liability of the Police Plan at December 31, 2017 were as follows:

Total pension liability	\$ 16,264,156
Plan fiduciary net position	<u>(10,693,912)</u>
Net pension liability	<u>\$ 5,570,244</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>65.75%</u>



# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

### Changes in the Net Pension Liability

The changes in the net pension liability of the Police Plan at December 31, 2017 were as follows:

	Increases / Decreases		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
Balances at December 31, 2016	\$ 15,472,553	\$ 9,441,916	\$ 6,030,637
Changes for the year:			
Service cost	344,144	-	344,144
Interest	1,128,703	-	1,128,703
Contributions - employer	-	634,344	(634,344)
Contributions - employee	-	134,107	(134,107)
Net investment income	-	1,191,646	(1,191,646)
Benefit payments	(681,244)	(681,244)	-
Administrative expense	-	(19,705)	19,705
Other changes	-	(7,152)	7,152
Net changes	791,603	1,251,996	(460,393)
Balances at December 31, 2017	\$ 16,264,156	\$ 10,693,912	\$ 5,570,244
Plan fiduciary net position as a percentage of the total pension liability			65.75%

*Actuarial Assumptions* - The total pension liability was determined by an actuarial valuation using the following actuarial assumptions, applied to all periods in the measurement:

Actuarial cost method	Entry Age Normal
Actuarial assumptions:	
Investment rate of return	7.75%
Projected salary increases	4.75%
Underlying inflation rate	2.50%
Cost of living adjustments	2.50%
RP-2014 with blue collar adjustment mortality table with rates set forward 10 years for all disabled lives.	

*Changes in Actuarial Assumptions* - Based upon an actuarial valuation performed as of January 1, 2017, the mortality table was updated from the UP-94 Mortality Table to the RP-

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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2014 Mortality Table with the Blue Collar Adjustment. This assumption change decreased the total pension liability by approximately \$12,000.

*Investment Policy* – The Police Plan’s policies in regard to the allocation of invested assets are established and may be amended by the Police Pension Committee by a majority vote of its members as long as they are in compliance with the investment policy statement. Ultimate authority to effect change or change anything related to the investment policy statement is retained by Borough Council. It is the policy of the Police Pension Committee to produce a total return commensurate with the portfolio’s risk, client constraints, and plan financial needs. The policy aims to comply with all applicable trust, fiduciary, and due diligence requirements, and to comply with all applicable federal, state, and local laws, rules, and regulations. The policy is intended to temper overall performance volatility.

*Long-Term Expected Rate of Return* – The long-term expected rate of return on Police Plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The following was the asset allocation policy and best estimates of arithmetic real rates of return for each major asset class included in the Police Plan’s target asset allocation as of December 31, 2017:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Equity	55.0%	8.7%
Fixed income	40.0%	3.4%
Cash equivalents	0.0%	0.0%
Alternatives	5.0%	2.6%
	<u>100.0%</u>	

*Rate of Return* – The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested. For the year ended December 31, 2017, the annual money-weighted rate of return on the Police Plan investments, net of investment expense, was 12.46%.

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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*Concentrations* – The Police Plan did not have investments in a single issuer that exceeded 5% of the Police Plan’s fiduciary net position at December 31, 2017.

*Discount Rate* – The discount rate used to measure the total pension liability for the Police Plan was 7.75%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that the Borough’s contributions will be made based on the yearly MMO calculation. Based on those assumptions, the Police Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the Net Pension Liability to Changes in the Discount Rate* – The following presents the net pension liability of the Plans calculated using the discount rates described above, as well as what the Police Plan’s net pension liabilities would be if they were calculated using a discount rate that is one-percentage-point lower or one-percentage-point higher than the current rates:

1% Decrease (6.75%)	Current Discount Rate (7.75%)	1% Increase (8.75%)
\$ 7,493,830	\$ 5,570,244	\$ 3,945,511

### Pension Expense, Deferred Outflow of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2017, the Police Plan recognized pension expense of \$730,120. At December 31, 2017, the Police Plan reported deferred outflows of resources related to pensions from the following sources:

<u>Deferred Outflow of Resources:</u>	
Differences between expected and actual experience	\$ 506,175
Net difference between projected and actual earnings on pension plan investments	<u>302,457</u>
Total deferred outflows of resources	<u>\$ 808,632</u>

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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Deferred Inflows of Resources:

Net difference between projected and actual earnings on pension plan investments	<u>\$ 360,105</u>
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Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ending December 31,</u>	
2018	\$ 106,038
2019	106,038
2020	(34,820)
2021	(41,734)
2022	48,293
Thereafter	<u>264,712</u>
Total	<u>\$ 448,527</u>

### Administrative Plan

The Administrative Plan (Plan) is a non-contributory defined contribution plan available to full-time permanent employees, other than police officers, and employees covered under the Western Pennsylvania Teamsters and Employers Pension Fund. Employer pension contributions were 10 percent of covered earnings during 2017 and participants are immediately vested. Participants may receive retirement benefits upon attainment of age 59 and one-half. Withdrawals of vested pension benefits prior to attaining age 59 and one-half years are subject to regular income taxes and penalties in the year of withdrawal. The pension benefit is equal to contributions made by the Borough on behalf of the employee plus related earnings. Employees may elect to receive a lump-sum distribution or an annuity upon retirement.

Financial information is presented on the accrual basis of accounting. Employer contributions to this Plan are recognized when earned. Benefits and refunds are recognized when incurred in accordance with the terms of the Plan.

The Plan assets are reported at fair value. Plan assets are invested primarily in guaranteed interest accounts. The Plan did not have any investment transactions with related parties during the year.

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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The recommended contribution estimated in accordance with Act 205 for the Plan for 2017 was \$87,887, which resulted from a defined contribution of approximately 10% of estimated covered payroll. The actual required contribution of \$92,417, based on actual 2017 wages, was made to the Plan from an employer contribution.

### Non-Uniformed Pension Plan

The Non-Uniformed Pension Plan (Pension Plan) is a cost-sharing multi-employer pension plan available to full-time permanent employees who are covered by a collective bargaining agreement. The Pension Plan provides defined benefit pensions to both employees of local governments and to employees of employers that are not governmental employers; and the plan has no predominant local government employer. The Borough had 21 employees in the years ended December 31, 2017 and 2016, respectively, who participated in the plan. Annual covered payroll of the active Borough members amounted to approximately \$1,059,000, \$1,170,000, and \$1,080,000 for the years ended December 31, 2017, 2016, and 2015, respectively. Borough contributions to this Pension Plan were 100% of the contractual requirements, and were approximately \$186,000, \$166,000, and \$145,000 for the years ended December 31, 2017, 2016, and 2015, respectively. The Western Pennsylvania Teamsters manage this Pension Plan and additional information regarding its current provisions, withdrawal liabilities, and plan assets may be obtained from their offices. Under federal law, this Pension Plan has been certified as being in critical and declining status because it has funding or liquidity problems, or both. Future employer contribution increases are likely.

## **9. Real Estate Taxes**

Real estate taxes are based on assessed valuations provided by Allegheny County and are levied on July 1. These taxes are billed and collected by an elected tax collector. Taxes paid through August 31 are given a 2% discount. Amounts paid after November 1, 2017 are assessed a 10% penalty. Taxes billed and not collected before May 1 of the year following the billing year are subject to an additional 6% interest charge. Delinquent taxes are also collected by the elected tax collector.

Under the Borough Code, the Borough is permitted to levy real estate taxes up to 30 mills for general purposes. The aggregate tax rate for the year ended December 31, 2017 was \$4.78 per \$1,000 of assessed valuation (2.622 mills for general purposes, 0.462 mills for debt service, 0.712 mills for street improvement, 0.388 mills for fire protection, 0.336 mills

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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for emergency medical services, and 0.26 mills for capital improvement). Taxable assessed value for 2017 real estate taxes was \$1,574,671,694 (approximates 100% of fair value).

### **10. Post-Employment Benefits Other than Pension Benefits (OPEBS)**

#### Plan Description

In addition to providing pension benefits under contractual obligations, the Borough provides certain health care and life insurance benefits for certain retired employees who are covered under employment contracts. The Borough does not have a formal plan document for the OPEB plan, but it operates as a single-employer defined benefit plan that is not accounted for as a trust fund. An irrevocable trust has not been established, the plan does not issue a separate report, and activity of the plan is reported in the Borough's General Fund.

All Police officers that have reached 25 years of service which includes the purchase of prior military service and having reached the age of 50 years are eligible to participate in the retirement program. Eligible employees and their spouses may continue health care benefits from the time of retirement until they become eligible for Medicare. Upon being eligible for Medicare, the employee and their spouse are eligible to participate in medical coverage, at a total cost to the Borough, in a Highmark High Deductible 1500/3000 health insurance plan. With ratification of a new bargaining agreement, hospitalization/major Medical benefits for retirees shall not be provided to any officer hired on or after January 1, 2011.

All other covered employees who have reached 60 years of age are eligible to participate in the retirement program. To be eligible for life insurance, employees must also have been employed by the Borough for at least 15 years. Eligible employees may continue to receive benefits until they become eligible for Medicare.

The cost of the premium will be paid in accordance with the following formula:

For police officers, during the first full year of retirement, the Borough will pay 70% of the premium and the retiree will pay 30% of the premium. During the second full year of retirement, the Borough will pay 80% of the premium and the retiree will pay 20% of the premium. During the third full year of retirement, and each year thereafter until the retiree reaches age 65, the Borough will pay 90% of the premium and the retiree will pay 10% of the premium.

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# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

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For Municipal and Clerical employees, the Borough shall pay for the cost of a retired employee's individual medical coverage under the Borough Plan from age 62 until age 65. The Borough will pay for the cost of a retired employees' individual medical coverage from age 60 to 62 provided the employee pays the stated contribution of \$76 per month.

As of January 1, 2017, there were 60 active employees in the plan and 31 retirees met the eligibility requirements to receive OPEBs.

### Funding Policy

The contribution requirements of OPEB Plan members and the Borough are established and may be amended by the Borough. The OPEB plan is not funded. The employer's contributions are financed on a pay-as-you-go basis. In 2017, the Borough paid \$97,361 in OPEB premiums, net of reimbursement.

The Borough's annual OPEB cost is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and to amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the component of the Borough's annual OPEB cost for the year, the amount actually contributed, and changes in the Borough's net OPEB obligation:

Annual required contribution	\$ 460,381
Interest on net OPEB obligation	95,205
Adjustment to annual required contribution	<u>(161,914)</u>
Annual OPEB cost	393,672
Contributions made (includes implicit rate subsidy)	<u>(130,528)</u>
Increase in net OPEB obligation	263,144
Net OPEB obligation - beginning of year	<u>3,173,523</u>
Net OPEB obligation - end of year	<u>\$ 3,436,667</u>

# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

The Borough's annual OPEB cost, the percentage of annual OPEB cost contributed and the net OPEB obligation were as follows:

Fiscal Year Ending	Annual OPEB Cost	% of AOC Contributed	Net OPEB Obligation
December 31, 2017	\$ 393,672	33.16%	\$ 3,436,667
December 31, 2016	398,797	38.91%	3,173,523
December 31, 2015	579,943	28.44%	2,929,903

The ARC for the current year was computed as of the latest actuarial valuation using the following actuarial assumptions:

Actuarial valuation date	1/1/2017
Actuarial cost method	Entry Age Normal
Amortization method	Level Dollar Closed
Amortization period	30 years
Asset valuation method	N/A - the OPEB plan is unfunded
Actuarial assumptions:	
Investment rate of return	3.00%
Assumed retirement age	Police: later of age 58 & 25 years service Other employees: age 62
Healthcare cost trends:	
Years 1, 2, and 3	9%
Years 4, 5, 6, and 7	8%
Years 8, 9, 10, 11, and 12	7%
Years 13, 14, 15, 16, 17, and 18	6%
Years 19 and thereafter	5%



# BOROUGH OF PLUM

## NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2017

A few assumptions were updated for the January 1, 2017 actuarial report that impacted the calculation of the ARC. As a result, the ARC is significantly lower than at January 1, 2013 (the date of the previous actuarial report). The primary reason for the decline in costs is the change in mortality tables to the RP-2014, no collar adjustment Mortality Table from the UP-94 Mortality table. The Medicare trend has decreased from 5% for all years to 4% for all years.

The schedule of funding progress as of January 1, 2017 for the postemployment medical and life insurance benefits is as follows:

Actuarial of Assets (a)	Actuarial Liability (AAL) (b)	Unfunded Actuarial Accrued Liability (UAAL) (b)-(a)	Funded Ratio (a)/(b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll (b)-(a)/(c)
\$ -	\$ 5,817,583	\$ (5,817,583)	0.0%	\$ 4,588,934	-126.77%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and medical care costs. Amounts determined regarding the funded status and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

# **BOROUGH OF PLUM**

## **NOTES TO PRIMARY GOVERNMENT FINANCIAL STATEMENTS**

YEAR ENDED DECEMBER 31, 2017

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### **11. Deferred Compensation Plan**

The Borough offers its employees a deferred compensation plan (Plan) created in accordance with Internal Revenue Code Section 457. The Plan permits employees to defer a portion of their salary until future years. Participation in the Plan is open to all employees and is optional. The Plan is not available to employees until termination, retirement, death, or unforeseeable emergency. At December 31, 2017, all amounts of compensation deferred under the Plan are held in trust solely for the benefit of the participants. Investments are managed by the Plan's trustee under several investment options selected by the participant. Deferred compensation assets at December 31, 2017 totaled \$1,410,393. Under the applicable accounting provisions, the Plan is not required to be included in the Borough's financial statements.

### **12. Commitments and Contingencies**

The Borough is involved in a number of other matters arising in the ordinary course of its operations. At present, management believes the ultimate outcome of these matters, after consideration of any applicable insurance coverage, will not be material to the financial statements taken as a whole.

The Borough maintains insurance through independent carriers for all types of business losses. Management believes the insurance coverage is sufficient to cover the Borough against potential losses. There have been no significant changes in insurance coverage since the prior fiscal year and settlements have not exceeded insurance coverage in the past three years.

**REQUIRED SUPPLEMENTARY  
INFORMATION**

# BOROUGH OF PLUM

## SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL GENERAL FUND

YEAR ENDED DECEMBER 31, 2017

	Actual	Budgeted Amounts		Variance with Final Budget
		Original	Final	
<b>Revenues:</b>				
Taxes	\$ 8,936,820	\$ 8,655,659	\$ 8,655,659	\$ 281,161
Licenses and permits	826,381	788,200	788,200	38,181
Fines and forfeits	58,828	60,500	60,500	(1,672)
Interest, rent, and royalties	5,380	1,000	1,000	4,380
Intergovernmental	691,674	693,083	693,083	(1,409)
Charges for services	1,907,142	2,000,116	2,000,116	(92,974)
Miscellaneous	68,504	92,000	92,000	(23,496)
<b>Total revenues</b>	<b>12,494,729</b>	<b>12,290,558</b>	<b>12,290,558</b>	<b>204,171</b>
<b>Expenditures:</b>				
Current:				
General government	1,686,019	1,771,497	1,771,497	85,478
Public safety	5,080,343	5,234,069	5,234,069	153,726
Public works	4,077,504	4,368,026	4,368,026	290,522
Culture and recreation	592,257	604,719	604,719	12,462
Debt service:				
Principal	219,743	219,743	219,743	-
Interest	12,545	12,545	12,545	-
<b>Total expenditures</b>	<b>11,668,411</b>	<b>12,210,599</b>	<b>12,210,599</b>	<b>542,188</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>826,318</b>	<b>79,959</b>	<b>79,959</b>	<b>746,359</b>
<b>Net Change in Fund Balance</b>	<b>\$ 826,318</b>	<b>\$ 79,959</b>	<b>\$ 79,959</b>	<b>\$ 746,359</b>

See accompanying notes to supplementary schedules.

## BOROUGH OF PLUM

### SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

#### SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY AND RELATED RATIOS

##### POLICE PENSION PLAN

YEARS ENDED DECEMBER 31,

	2017	2016	2015	2014
<b>Total Pension Liability:</b>				
Service cost	\$ 344,144	\$ 303,908	\$ 305,818	\$ 300,890
Interest	1,128,703	1,039,343	1,090,961	1,021,776
Differences between expected and actual experience	-	614,600	-	(206,031)
Changes of assumptions	-	(11,839)	-	(42,224)
Benefit payments, including refunds of member contributions	(681,244)	(731,666)	(584,918)	(557,705)
<b>Net Changes in Total Pension Liability</b>	<b>791,603</b>	<b>1,214,346</b>	<b>811,861</b>	<b>516,706</b>
<b>Total Pension Liability - Beginning</b>	<b>15,472,553</b>	<b>14,258,207</b>	<b>13,446,346</b>	<b>12,929,640</b>
<b>Total Pension Liability - Ending (a)</b>	<b>\$ 16,264,156</b>	<b>\$ 15,472,553</b>	<b>\$ 14,258,207</b>	<b>\$ 13,446,346</b>
<b>Plan Fiduciary Net Position:</b>				
Contributions - employer	\$ 634,344	\$ 627,380	\$ 609,987	\$ 498,283
Contributions - member	134,107	136,789	123,591	125,489
Net investment income	1,191,646	646,457	(26,375)	747,151
Benefit payments, including refunds of member contributions	(681,244)	(731,666)	(584,918)	(557,705)
Administrative expense	(19,705)	(16,217)	(32,323)	(15,798)
Other	(7,152)	-	-	-
<b>Net Change in Plan Fiduciary Net Position</b>	<b>1,251,996</b>	<b>662,743</b>	<b>89,962</b>	<b>797,420</b>
<b>Plan Fiduciary Net Position - Beginning</b>	<b>9,441,916</b>	<b>8,779,173</b>	<b>8,689,211</b>	<b>7,891,791</b>
<b>Plan Fiduciary Net Position - Ending (b)</b>	<b>\$ 10,693,912</b>	<b>\$ 9,441,916</b>	<b>\$ 8,779,173</b>	<b>\$ 8,689,211</b>
<b>Net Pension Liability - Ending (a-b)</b>	<b>\$ 5,570,244</b>	<b>\$ 6,030,637</b>	<b>\$ 5,479,034</b>	<b>\$ 4,757,135</b>
<b>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</b>	<b>65.75%</b>	<b>61.02%</b>	<b>61.57%</b>	<b>64.62%</b>
<b>Covered Payroll</b>	<b>\$ 2,653,364</b>	<b>\$ 2,519,406</b>	<b>\$ 2,392,895</b>	<b>\$ 2,343,637</b>
<b>Net Pension Liability as a Percentage of Covered Payroll</b>	<b>209.93%</b>	<b>239.37%</b>	<b>228.97%</b>	<b>202.98%</b>

See accompanying notes to supplementary schedules.

# BOROUGH OF PLUM

## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

### SCHEDULES OF BOROUGH'S CONTRIBUTIONS AND INVESTMENT RETURNS

#### POLICE PENSION PLAN

YEARS ENDED DECEMBER 31,

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<b>Schedule of Borough's Contributions</b>				
Actuarially determined contribution	\$ 634,344	\$ 627,380	\$ 609,987	\$ 498,284
Contributions in relation to the actuarially determined contribution	<u>634,344</u>	<u>627,380</u>	<u>609,987</u>	<u>498,284</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	<u>\$ 2,653,364</u>	<u>\$ 2,519,406</u>	<u>\$ 2,392,895</u>	<u>\$ 2,343,637</u>
Contributions as a percentage of covered payroll	23.91%	24.90%	25.49%	21.26%
<b>Investment Returns</b>				
Annual money-weighted rate of return, net of investment expense	12.46%	7.68%	7.77%	9.44%

See accompanying notes to supplementary schedules.

# BOROUGH OF PLUM

## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

### SCHEDULES OF BOROUGH'S CONTRIBUTIONS AND INVESTMENT RETURNS

#### NON-UNIFORMED PENSION PLAN

YEARS ENDED DECEMBER 31,

<u>Schedule of Borough's Contributions</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Actuarially determined contribution	\$ 185,594	\$ 165,952	\$ 144,739	\$ 157,004
Contributions in relation to the actuarially determined contribution	<u>185,594</u>	<u>165,952</u>	<u>144,739</u>	<u>157,004</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	<u>\$ 1,058,610</u>	<u>\$ 1,170,384</u>	<u>\$ 1,079,803</u>	<u>\$ 1,058,299</u>
Contributions as a percentage of covered payroll	17.53%	14.18%	13.40%	14.84%

See accompanying notes to supplementary schedules.

# BOROUGH OF PLUM

## SCHEDULE OF FUNDING PROGRESS - OPEB PLAN

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	Covered Payroll	Excess (Deficiency) as a Percentage of Covered Payroll
01/01/2010	\$ -	\$ 6,460,601	\$ (6,460,601)	0.00%	\$ 2,075,426	(311.29%)
01/01/2013	-	7,433,877	(7,433,877)	0.00%	4,013,361	(185.23%)
01/01/2017	-	5,817,583	(5,817,583)	0.00%	4,588,934	(126.77%)

See accompanying notes to supplementary schedules.



# BOROUGH OF PLUM

## NOTES TO SUPPLEMENTARY SCHEDULES

YEAR ENDED DECEMBER 31, 2017

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### 1. Budgetary Comparison

The Borough of Plum's (Borough) budgetary process accounts for transactions on the modified accrual basis of accounting on the governmental fund statements.

### 2. Pension Information

#### Actuarial Methods and Assumptions Used in Determining the Contribution Rate

Actuarial cost method	Entry Age Normal
Amortization method	Level Dollar
Remaining amortization period	11 years
Asset valuation method	General Rule
Actuarial assumptions:	
Investment rate of return	7.75%
Projected salary increases	4.75%
Underlying inflation rate	2.50%
Cost of living adjustments	2.50%
Mortality Table	RP-2017 w/ blue collar set forward 10 years for all disabled lives

#### Benefit Changes – Police Plan

In 2017, no benefit terms were modified.

#### Changes in Actuarial Assumptions

The mortality table was updated from the UP-94 Mortality Table to the RP-2014 Mortality Table with the Blue Collar adjustment in the January 1, 2017 valuation. This assumption change decreased the total pension liability by approximately \$12,000.

# BOROUGH OF PLUM

## NOTES TO SUPPLEMENTARY SCHEDULES

YEAR ENDED DECEMBER 31, 2017

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### 3. OPEB Information

The information presented in the required supplementary OPEB schedule was determined as part of the actuarial valuations at the dates indicated. Additional information as of the latest actuarial valuation follows:

Actuarial valuation date	1/1/2017
Actuarial cost method	Entry Age Normal
Amortization method	Level Dollar Closed
Amortization period	30 years
Asset valuation method	N/A - the OPEB plan is unfunded
Actuarial assumptions:	
Investment rate of return	3.00%
Assumed retirement age	Police: later of age 58 & 25 years service Other employees: age 62
Healthcare cost trends:	
Years 1, 2, and 3	9%
Years 4, 5, 6, and 7	8%
Years 8, 9, 10, 11, and 12	7%
Years 13, 14, 15, 16, 17, and 18	6%
Years 19 and thereafter	5%

## **SUPPLEMENTARY INFORMATION**

**BOROUGH OF PLUM**

COMBINING BALANCE SHEET  
OTHER GOVERNMENTAL FUNDS

DECEMBER 31, 2017

	Special Revenue Funds				Debt Service Fund	Capital Projects Fund			Total Other Governmental Funds
	Fire Protection Fund	State Fund	Flood Mitigation Fund	Emergency Medical Services Fund		Street Improvement Fund	Capital Improvements Fund	2013 Bond Fund	
<b>Assets</b>									
Cash and cash equivalents	\$ 243,703	\$ 360,031	\$ 183,242	\$ 10,472	\$ 98,697	\$ 366,364	\$ 411,465	\$ 598,315	\$ 2,272,289
Receivables:									
Taxes	91,667	-	-	22,150	121,783	170,871	17,140	-	423,611
Other	-	949	146,486	-	-	-	83,480	-	230,915
<b>Total Assets</b>	<b>\$ 335,370</b>	<b>\$ 360,980</b>	<b>\$ 329,728</b>	<b>\$ 32,622</b>	<b>\$ 220,480</b>	<b>\$ 537,235</b>	<b>\$ 512,085</b>	<b>\$ 598,315</b>	<b>\$ 2,926,815</b>
<b>Liabilities, Deferred Inflows of Resources, and Fund Balance</b>									
<b>Liabilities:</b>									
Accounts payable	\$ 6,649	\$ 276,829	\$ 9,694	\$ -	\$ -	\$ 98,591	\$ 1,190	\$ 350,409	\$ 743,362
Due to other funds	-	-	28,482	-	-	19,655	-	-	48,137
<b>Total Liabilities</b>	<b>6,649</b>	<b>276,829</b>	<b>38,176</b>	<b>-</b>	<b>-</b>	<b>118,246</b>	<b>1,190</b>	<b>350,409</b>	<b>791,499</b>
<b>Deferred Inflows of Resources:</b>									
Unavailable revenue	83,905	-	26,385	15,428	112,540	156,627	11,938	-	406,823
<b>Fund Balance:</b>									
<b>Restricted for:</b>									
Liquid Fuels Tax projects	-	84,151	-	-	-	-	-	-	84,151
Fire protection	244,816	-	-	-	-	-	-	-	244,816
Street improvements	-	-	-	-	-	262,362	-	-	262,362
Debt service	-	-	-	-	107,940	-	-	-	107,940
Flood mitigation	-	-	265,167	-	-	-	-	-	265,167
Capital projects	-	-	-	-	-	-	498,957	247,906	746,863
Emergency medical services	-	-	-	17,194	-	-	-	-	17,194
<b>Total Fund Balance</b>	<b>244,816</b>	<b>84,151</b>	<b>265,167</b>	<b>17,194</b>	<b>107,940</b>	<b>262,362</b>	<b>498,957</b>	<b>247,906</b>	<b>1,728,493</b>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balances</b>	<b>\$ 335,370</b>	<b>\$ 360,980</b>	<b>\$ 329,728</b>	<b>\$ 32,622</b>	<b>\$ 220,480</b>	<b>\$ 537,235</b>	<b>\$ 512,085</b>	<b>\$ 598,315</b>	<b>\$ 2,926,815</b>

## BOROUGH OF PLUM

### COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE OTHER GOVERNMENTAL FUNDS

YEAR ENDED DECEMBER 31, 2017

	Special Revenue Funds				Debt Service Fund	Capital Projects Funds			Total Other Governmental Funds
	Fire Protection Fund	State Fund	Flood Mitigation Fund	Emergency Medical Services Fund		Street Improvement Fund	Capital Improvements Fund	2013 Bond Fund	
<b>Revenues:</b>									
Taxes	\$ 578,172	\$ -	\$ -	\$ 517,520	\$ 688,437	\$ 1,060,967	\$ 391,590	\$ -	\$ 3,236,686
Interest, rent, and royalties	15,000	6,136	-	-	-	42	2,174	-	23,352
Intergovernmental	141,172	815,236	-	-	-	-	83,480	-	1,039,888
Charges for services	-	-	698,678	-	-	-	-	-	698,678
<b>Total revenues</b>	<b>734,344</b>	<b>821,372</b>	<b>698,678</b>	<b>517,520</b>	<b>688,437</b>	<b>1,061,009</b>	<b>477,244</b>	<b>-</b>	<b>4,998,604</b>
<b>Expenditures:</b>									
Public safety	1,317,812	-	-	687,659	-	-	104,375	-	2,109,846
Public works	-	800,545	543,105	-	-	299,839	677,326	-	2,320,815
Culture and recreation	-	-	-	-	-	-	35,821	-	35,821
Capital outlay	-	-	-	-	-	486,342	191,708	421,825	1,099,875
Debt service:									
Principal	107,740	-	-	55,824	312,835	77,623	441,312	-	995,334
Interest	19,686	-	-	-	376,090	150,703	-	-	546,479
<b>Total expenditures</b>	<b>1,445,238</b>	<b>800,545</b>	<b>543,105</b>	<b>743,483</b>	<b>688,925</b>	<b>1,014,507</b>	<b>1,450,542</b>	<b>421,825</b>	<b>7,108,170</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>(710,894)</b>	<b>20,827</b>	<b>155,573</b>	<b>(225,963)</b>	<b>(488)</b>	<b>46,502</b>	<b>(973,298)</b>	<b>(421,825)</b>	<b>(2,109,566)</b>
<b>Other Financing Sources (Uses):</b>									
Proceeds from capital lease	-	-	-	258,157	-	-	817,522	-	1,075,679
Proceeds from issuance of loan	824,000	-	-	-	-	-	-	-	824,000
Proceeds of capital asset disposition	-	-	-	-	-	-	48,374	-	48,374
Transfers in	-	-	-	-	30,000	-	-	-	30,000
Transfers out	(15,000)	-	-	(15,000)	-	-	-	-	(30,000)
<b>Total other financing sources (uses)</b>	<b>809,000</b>	<b>-</b>	<b>-</b>	<b>243,157</b>	<b>30,000</b>	<b>-</b>	<b>865,896</b>	<b>-</b>	<b>1,948,053</b>
<b>Net Change in Fund Balance</b>	<b>98,106</b>	<b>20,827</b>	<b>155,573</b>	<b>17,194</b>	<b>29,512</b>	<b>46,502</b>	<b>(107,402)</b>	<b>(421,825)</b>	<b>(161,513)</b>
<b>Fund Balance:</b>									
Beginning of year	146,710	63,324	109,594	-	78,428	215,860	606,359	669,731	1,890,006
End of year	<u>\$ 244,816</u>	<u>\$ 84,151</u>	<u>\$ 265,167</u>	<u>\$ 17,194</u>	<u>\$ 107,940</u>	<u>\$ 262,362</u>	<u>\$ 498,957</u>	<u>\$ 247,906</u>	<u>\$ 1,728,493</u>

# BOROUGH OF PLUM

## COMBINING STATEMENT OF PLAN NET POSITION PENSION TRUST FUNDS

DECEMBER 31, 2017

	<u>Police Pension</u>	<u>Administrative Pension</u>	<u>Total</u>
<b>Assets</b>			
Investments at fair value:			
Guaranteed interest account	\$ -	\$ 179,238	\$ 179,238
Mutual funds	1,386,831	44,633	1,431,464
Corporate bonds	424,987	-	424,987
Common stocks	5,327,583	-	5,327,583
Money market funds	198,726	-	198,726
ETFs	351,810	-	351,810
Common/collective trusts	3,003,975	-	3,003,975
Pooled separate accounts - equities	-	349,594	349,594
Pooled separate accounts - balanced/asset allocation	-	813,068	813,068
Pooled separate accounts - fixed income	-	272,406	272,406
	<u>10,693,912</u>	<u>1,658,939</u>	<u>12,352,851</u>
<b>Total Assets</b>			
	<u>10,693,912</u>	<u>1,658,939</u>	<u>12,352,851</u>
<b>Liabilities</b>			
	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Position Restricted for Pension Benefits</b>	<u>\$ 10,693,912</u>	<u>\$ 1,658,939</u>	<u>\$ 12,352,851</u>

# BOROUGH OF PLUM

## COMBINING STATEMENT OF CHANGES IN PLAN NET POSITION PENSION TRUST FUNDS

YEAR ENDED DECEMBER 31, 2017

	Police Pension Fund	Administrative Pension Fund	Total
<b>Additions:</b>			
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Contributions:			
Employer, including state aid	\$ 635,634	\$ 92,417	\$ 728,051
Employee	134,107	-	134,107
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Total contributions	769,741	92,417	862,158
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Investment income:			
Net appreciation (depreciation) in fair value of investments	1,102,273	199,636	1,301,909
Interest and dividends	137,261	793	138,054
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Total investment income	1,239,534	200,429	1,439,963
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Total additions	2,009,275	292,846	2,302,121
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<b>Deductions:</b>			
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Benefits	681,245	-	681,245
Administrative expense	76,034	1,034	77,068
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Total deductions	757,279	1,034	758,313
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<b>Change in Plan Net Position</b>	1,251,996	291,812	1,543,808
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<b>Net Position:</b>			
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Beginning of year	9,441,916	1,367,127	10,809,043
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End of year	\$ 10,693,912	\$ 1,658,939	\$ 12,352,851
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# BOROUGH OF PLUM

## COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES ALL AGENCY FUNDS

YEAR ENDED DECEMBER 31, 2017

	Balance at January 1, 2017	Additions	Deletions	Balance at December 31, 2017
<b>Assets</b>				
Cash and cash equivalents	\$ 5,109	\$ -	\$ -	\$ 5,109
<b>Liabilities</b>				
Due to Coal Miners' Memorial Committee	\$ 5,109	\$ -	\$ -	\$ 5,109