

# **BOROUGH OF WEST READING**

## **DCED REPORT**

***Year Ended December 31, 2016***



*Certified Public Accountants and Business Consultants*

# **BOROUGH OF WEST READING**

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**YEAR ENDED DECEMBER 31, 2016**

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## ***Independent Auditors' Report***

To the Honorable Mayor and Members of the Council  
Borough of West Reading  
West Reading, Pennsylvania

We have audited the accompanying modified cash basis financial statements included in the Department of Community and Economic Development's (DCED) prescribed form of the Borough of West Reading as of and for the year ended December 31, 2016.

### ***Management's Responsibility for the Financial Statements***

The Borough of West Reading's management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the DCED prescribed form using the cash basis of accounting permitted by the Pennsylvania Department of Community and Economic Development. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

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

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

### ***Basis for Qualified Opinion***

Borough of West Reading's financial statements do not disclose an accounting of General Fixed Assets, which is required for a complete presentation in accordance with the accounting basis described in the Basis of Accounting paragraph below. The effect on this financial report cannot be determined.

To the Honorable Mayor and Members of the Council  
Borough of West Reading  
West Reading, Pennsylvania

### ***Qualified Opinion***

In our opinion, except for the omission of the information described in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the assets, liabilities and fund balances of the Borough of West Reading as of December 31, 2016, and its revenues and expenditures for the year then ended, on the basis of accounting described below.

### ***Basis of Accounting***

We draw attention to the basis of accounting, which is described in the second paragraph of this report. The financial statements are prepared on the basis of the financial reporting provisions prescribed or permitted by the DCED, which is a basis of accounting principles other than accounting principles generally accepted in the United States of America, to comply with the requirements of the DCED. As permitted by the DCED, the Borough of West Reading prepares its annual audit and financial report on the cash basis of accounting. Our opinion is not modified with respect to this matter.

### ***Other Matters***

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Borough of West Reading's basic financial statements. The other 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. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 as a whole.

A handwritten signature in black ink that reads "Maullie LLP". The signature is written in a cursive, flowing style.

Oaks, Pennsylvania  
March 3, 2017



# 2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT

Department of Community & Economic Development  
Governor's Center for Local Government Services  
Commonwealth Keystone Building  
400 North Street, 4th Floor  
Harrisburg, PA 17120-0225  
ph: 888-223-6837 | fax: 717-783-1402

City of: \_\_\_\_\_ County: \_\_\_\_\_

Borough of: West Reading County: Berks

Township of: \_\_\_\_\_ County: \_\_\_\_\_

Municipality of: \_\_\_\_\_ County: \_\_\_\_\_

## Section I - Introduction

### Statutory Requirements

- State law, under the provisions of the Borough Code, First Class Township Code and Second Class Township Code, requires that either the borough controller, elected auditors or appointed auditors file an Annual Audit and Financial Report.
- State law, under the provisions of the Third Class City Code, requires a city's Director of Accounts and Finance to file an Annual Audit and Financial Report.
- The state's Administrative Code requires home rule municipalities to file an Annual Audit and Financial Report.
- The Annual Audit and Financial Report forms, supplied by the Pennsylvania Department of Community and Economic Development (DCED), were developed and approved by a Uniform Forms Committee composed of representatives of the respective municipal associations.
- Form DCED-CLGS-30 (See Section IV) is the form adopted by the Committee for use by all municipalities in Pennsylvania to fulfill their statutory reporting requirements.

### One Form

All municipalities are required to submit forms electronically to DCED. The online form contains the same categories as in previous years: assets, liabilities, revenues and expenditures. Enter data only for those funds that your municipality uses. Leave the remaining columns blank. The online form will automatically calculate the amounts in the "Total" column.

### Submitting the Report

- File one copy by the designated date at each of the places listed on page 9.
- DO NOT submit a paper copy of this report to DCED. Reports must be submitted online at: [www.munstats.pa.gov/forms/login.aspx](http://www.munstats.pa.gov/forms/login.aspx) (Please see the e-filing instructions on page 7.)
- The online system will automatically round all figure to the nearest whole dollar. The system will also add all rows and columns, following basic accounting principles.
- Appointed independent auditors should attach their own opinion in the "Final Review" step of the online form. Additionally, appointed independent auditors should place a checkmark in Section II at the bottom of the "Final Review" step, then choose the "Appointed Auditor/CPA" title from the dropdown and provide a name and contact number in order to submit the form online.
- Elected controllers should place a checkmark in the box in Section I at the bottom of the "Final Review" step of the online form then choose the "Controller" title from the dropdown and provide a name and contact number in order to submit the form online.
- Elected Auditors must place a check mark in the box in Section I of the "Final Review" step of the online form, then choose the "Elected Auditor" title from the dropdown and provide the name and phone number for **at least 2 of the 3 elected auditors**. If you appointed an auditor to fill an elected auditor position, please choose the "Elected Auditor" title, not the "Appointed Auditor/CPA" title when submitting online.
- If you need assistance or have any questions when completing this report, please contact the Governor's Center for Local Government Services (GCLGS) toll-free at 888-223-6837.

**BALANCE SHEET**

December 31, 2016

GOVERNMENTAL FUNDS				
ASSETS AND OTHER DEBITS	General Fund	Special Revenue	Capital Projects	Debt Service
		(Including State Liquid Fuels)		
100-120 Cash and Investments.....	1,117,375	40,572	867,425	-
140-144 Tax Receivable.....	-	-	-	-
121-129				
145-149 Accounts Receivable (excluding taxes).....	-	-	-	-
130 Due From Other Funds.....	-	-	-	-
131-139				
150-159 Other Current Assets.....	-	-	-	-
160-169 Fixed Assets.....	-	-	-	-
180-189 Other Debits.....	-	-	-	-
<b>TOTAL ASSETS AND OTHER DEBITS.....</b>	<b>\$ 1,117,375</b>	<b>\$ 40,572</b>	<b>\$ 867,425</b>	<b>\$ -</b>

LIABILITIES AND OTHER CREDITS				
210-229 Payroll Taxes and Other Payroll Withholdings.....	-	-	-	-
200-209				
231-239 All Other Current Liabilities.....	5,000	-	-	-
230 Due To Other Funds.....	-	-	-	-
260-269 Long-Term Liabilities.....	-	-	-	-
240-259 Current Portion of Long-Term Debt & Other Credits...	-	-	-	-
<b>TOTAL LIABILITIES AND OTHER CREDITS.....</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

FUND AND ACCOUNT GROUP EQUITY				
281-284 Contributed Capital.....	-	-	-	-
290 Investment in General Fixed Assets.....	-	-	-	-
270-289 Fund Balance/Retained Earnings on 12/31.....	1,112,375	40,572	867,425	-
291-299 Other Equity.....	-	-	-	-
<b>TOTAL FUND AND ACCOUNT GROUP EQUITY.....</b>	<b>1,112,375</b>	<b>40,572</b>	<b>867,425</b>	<b>-</b>

Total Assets and Other Debits minus Total Liabilities and Other Credits must equal the Total Fund and Account Group Equity.

	PROPRIETARY FUNDS		FIDUCIARY FUND	ACCOUNT GROUPS		TOTAL
	Enterprise	Internal Service	Trust & Agency	General Fixed Assets	General Long Term Debt	Memorandum Only
<b>ASSETS AND OTHER DEBITS</b>						
100-120 Cash and Investments.....	541,988	-	-	-	-	2,567,360
140-144 Tax Receivable.....	-	-	-	-	-	-
121-129						
145-149 Accounts Receivable (excluding taxes).....	-	-	-	-	-	-
130 Due From Other Funds.....	-	-	-	-	-	-
131-139						
150-159 Other Current Assets.....	-	-	-	-	-	-
160-169 Fixed Assets.....	-	-	-	-	-	-
180-189 Other Debits.....	-	-	-	-	-	-
<b>TOTAL ASSETS AND OTHER DEBITS.....</b>	<b>\$ 541,988</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,567,360</b>

<b>LIABILITIES AND OTHER CREDITS</b>						
210-229 Payroll Taxes and Other Payroll Withholdings.....	-	-	-	-	-	-
200-209						
231-239 All Other Current Liabilities.....	210	-	-	-	-	5,210
230 Due To Other Funds.....	-	-	-	-	-	-
260-269 Long-Term Liabilities.....	-	-	-	-	-	-
240-259 Current Portion of Long-Term Debt & Other Credits.....	-	-	-	-	-	-
<b>TOTAL LIABILITIES AND OTHER CREDITS.....</b>	<b>210</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,210</b>

<b>FUND AND ACCOUNT GROUP EQUITY</b>						
281-284 Contributed Capital.....	-	-	-	-	-	-
290 Investment in General Fixed Assets.....	-	-	-	-	-	-
270-289 Fund Balance/Retained Earnings on 12/31.....	541,778	-	-	-	-	2,562,150
291-299 Other Equity.....	-	-	-	-	-	-
<b>TOTAL FUND AND ACCOUNT GROUP EQUITY.....</b>	<b>541,778</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,562,150</b>

<b>TOTAL LIABILITIES AND FUND AND ACCOUNT GROUP EQUITY.....</b>	<b>\$ 2,567,360</b>
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Total Assets and Other Debits minus Total Liabilities and Other Credits must equal the Total Fund and Account Group Equity.

## STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

REVENUES		GOVERNMENTAL FUNDS			
		Special Revenue (Including State Liquid Fuels)			
TAXES		General Fund		Capital Projects	Debt Service
301.00	Real Estate Taxes.....	994,639	289,350	-	-
305.00	Occupation Taxes (levied under municipal code).....	-	-	-	-
308.00	Residence Taxes (levied by cities of the 3rd Class).....	-	-	-	-
309.00	Regional Asset District Sales Tax (Allegheny County municipalities only).....	-	-	-	-
310.00	Per Capita Taxes.....	-	-	-	-
310.10	Real Estate Transfer Taxes.....	99,086	-	-	-
310.20	Earned Income Taxes/Wage Taxes.....	571,812	-	-	-
310.30	Business Gross Receipts Taxes.....	510,726	-	-	-
310.40	Occupation Taxes (levied under Act 511).....	-	-	-	-
310.50	Local Services Tax**.....	394,225	-	-	-
310.60	Amusement/Admission Taxes.....	-	-	-	-
310.70	Mechanical Device Taxes.....	-	-	-	-
310.90	Other Local Tax Enabling Act/Act 511 Taxes.....	-	-	-	-
	.....			-	
	.....			-	
	.....			-	
TOTAL TAXES.....		\$ 2,570,488	\$ 289,350	\$ -	\$ -

LICENSES & PERMITS					
320-322	All Other Licenses and Permits.....	148,888	-	-	-
321.80	Cable Television Franchise Fees.....	74,958	-	-	-
TOTAL LICENSES & PERMITS.....		223,846	-	-	-

FINES & FORFEITS					
330-332	Fines and Forfeits.....	99,739	-	-	-
TOTAL FINES & FORFEITS.....		99,739	-	-	-

INTEREST, RENTS & ROYALTIES					
341.00	Interest Earnings.....	1,023	66	245	-
342.00	Rents and Royalties.....	-	-	-	-
TOTAL INTEREST, RENTS & ROYALTIES.....		1,023	66	245	-

\*\*This tax was known as the Occupational Privilege Tax (OPT) prior to 2005 and the Emergency and Municipal Services Tax prior to 2008.



**2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURE**

REVENUES		PROPRIETARY FUNDS		FIDUCIARY FUND	TOTAL
TAXES		Enterprise	Internal Service	Trust and Agency	Memorandum Only
301.00	Real Estate Taxes.....	-	-	-	1,283,989
305.00	Occupation Taxes (levied under municipal code).....	-	-	-	-
308.00	Residence Taxes (levied by cities of the 3rd Class).....	-	-	-	-
309.00	Regional Asset District Sales Tax (Allegheny County municipalities only).....	-	-	-	-
310.00	Per Capita Taxes.....	-	-	-	-
310.10	Real Estate Transfer Taxes.....	-	-	-	99,086
310.20	Earned Income Taxes/Wage Taxes.....	-	-	-	571,812
310.30	Business Gross Receipts Taxes.....	-	-	-	510,726
310.40	Occupation Taxes (levied under Act 511).....	-	-	-	-
310.50	Local Services Tax**.....	-	-	-	394,225
310.60	Amusement/Admission Taxes.....	-	-	-	-
310.70	Mechanical Device Taxes.....	-	-	-	-
310.90	Other Local Tax Enabling Act/Act 511 Taxes.....	-	-	-	-
	.....	-	-	-	-
	.....	-	-	-	-
	.....	-	-	-	-
<b>TOTAL TAXES.....</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,859,838</b>

LICENSES & PERMITS					
320-322	All Other Licenses and Permits.....	-	-	-	148,888
321.80	Cable Television Franchise Fees.....	-	-	-	74,958
<b>TOTAL LICENSES &amp; PERMITS.....</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>223,846</b>

FINES & FORFEITS					
330-332	Fines and Forfeits.....	-	-	-	99,739
<b>TOTAL FINES &amp; FORFEITS.....</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>99,739</b>

INTEREST, RENTS & ROYALTIES					
341.00	Interest Earnings.....	-	-	-	1,334
342.00	Rents and Royalties.....	-	-	-	-
<b>TOTAL INTEREST, RENTS &amp; ROYALTIES.....</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>1,334</b>

\*\*This tax was known as the Occupational Privilege Tax (OPT) prior to 2005 and the Emergency and Municipal Services Tax prior to 2008.

**2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURE!**

INTERGOVERNMENTAL REVENUES		GOVERNMENTAL FUNDS			
		Special Revenue (Including State Liquid Fuels)			
FEDERAL		General Fund		Capital Projects	Debt Service
351.03	Highways and Streets.....	-	-	-	-
351.09	Community Development.....	-	-	-	-
351.00	All Other Federal Capital and Operating Grants.....	-	-	-	-
352.01	National Forest.....	-	-	-	-
352.00	All Other Federal Shared Revenue & Entitlements.....	-	-	-	-
353.00	Federal Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL FEDERAL</b> .....		-	-	-	-

STATE					
354.03	Highways and Streets.....	-	-	-	-
354.09	Community Development.....	-	-	-	-
354.15	Recycling/Act 101.....	-	-	-	-
354.00	All Other State Capital and Operating Grants.....	38,989	-	-	-
355.01	Public Utility Realty Tax (PURTA).....	2,984	-	-	-
355.02 - 355.03	Motor Vehicle Fuel Tax (Liquid Fuels Tax) and State Road Turnback.....	-	105,848	-	-
355.04	Alcoholic Beverage Licenses.....	2,450	-	-	-
355.05	General Municipal Pension System State Aid.....	157,675	-	-	-
355.07	Foreign Fire Insurance Tax Distribution.....	23,863	-	-	-
355.08	Local Share Assessment/Gaming Proceeds.....	-	-	-	-
355.09	Marcellus Shale Impact Fee Distribution**.....	-	-	-	-
355.00	All Other State Shared Revenues & Entitlements.....	-	-	-	-
356.00	State Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL STATE</b> .....		225,961	105,848	-	-

LOCAL GOVERNMENT UNITS					
357.03	Highways and Streets.....	-	-	-	-
357.00	All Other Local Governmental Units Capital and Operating Grants.....	-	-	-	-
358.00	Local Government Unit Shared Payments for Contracted Intergovernmental Services.....	-	-	-	-
359.00	Local Governmental Units, Authorities Payments and Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL LOCAL GOVERNMENT UNITS</b> .....		-	-	-	-

\*\* New line item in 2012

**2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURE**

INTERGOVERNMENTAL REVENUES		PROPRIETARY FUNDS		FIDUCIARY FUND	TOTAL
		Enterprise	Internal Service	Trust and Agency	Memorandum Only
<b>FEDERAL</b>					
351.03	Highways and Streets.....	-	-	-	-
351.09	Community Development.....	-	-	-	-
351.00	All Other Federal Capital and Operating Grants.....	-	-	-	-
352.01	National Forest.....	-	-	-	-
352.00	All Other Federal Shared Revenue & Entitlements.....	-	-	-	-
353.00	Federal Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL FEDERAL</b> .....		-	-	-	-

<b>STATE</b>					
354.03	Highways and Streets.....	-	-	-	-
354.09	Community Development.....	-	-	-	-
354.15	Recycling/Act 101.....	10,972	-	-	10,972
354.00	All Other State Capital and Operating Grants.....	-	-	-	38,989
355.01	Public Utility Realty Tax (PURTA).....	-	-	-	2,984
355.02 - 355.03	Motor Vehicle Fuel Tax (Liquid Fuels Tax) and State Road Turnback.....	-	-	-	105,848
355.04	Alcoholic Beverage Licenses.....	-	-	-	2,450
355.05	General Municipal Pension System State Aid.....	-	-	-	157,675
355.07	Foreign Fire Insurance Tax Distribution.....	-	-	-	23,863
355.08	Local Share Assessment/Gaming Proceeds.....	-	-	-	-
355.09	Marcellus Shale Impact Fee Distribution**.....	-	-	-	-
355.00	All Other State Shared Revenues & Entitlements.....	-	-	-	-
356.00	State Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL STATE</b> .....		10,972	-	-	342,781

<b>LOCAL GOVERNMENT UNITS</b>					
357.03	Highways and Streets.....	-	-	-	-
357.00	All Other Local Governmental Units Capital and Operating Grants.....	-	-	-	-
358.00	Local Government Unit Shared Payments for Contracted Intergovernmental Services.....	-	-	-	-
359.00	Local Governmental Units, Authorities Payments and Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL LOCAL GOVERNMENT UNITS</b> .....		-	-	-	-

<b>TOTAL INTERGOVERNMENTAL REVENUES</b> .....	<b>342,781</b>
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\*\* New line item in 2012

REVENUES		GOVERNMENTAL FUNDS			
		Special Revenue (Including State Liquid Fuels)			
CHARGES FOR SERVICE		General Fund		Capital Projects	Debt Service
361.00	General Government.....	97,040	-	-	-
362.00	Public Safety.....	16,035	-	-	-
363.20	Parking.....	-	-	-	-
363.00	All Other Charges for Highway & Streets Services.....	14,994	-	-	-
364.10	Wastewater/Sewage Charges.....	1,703	-	-	-
364.30	Solid Waste Collection & Disposal Charge (trash).....	-	-	-	-
364.60	Host Municipality Benefit Fee for Solid Waste Facility.....	-	-	-	-
364.00	All Other Charges for Sanitation Services.....	-	-	-	-
365.00	Health.....	-	-	-	-
366.00	Human Services.....	-	-	-	-
367.00	Culture and Recreation.....	130,080	-	-	-
368.00	Airports.....	-	-	-	-
369.00	Bars.....	-	-	-	-
370.00	Cemeteries.....	-	-	-	-
372.00	Electric System.....	-	-	-	-
373.00	Gas System.....	-	-	-	-
374.00	Housing System.....	-	-	-	-
375.00	Markets.....	-	-	-	-
377.00	Transit Systems.....	-	-	-	-
378.00	Water System.....	-	-	-	-
379.00	All Other Charges for Service.....	-	-	-	-
<b>TOTAL CHARGES FOR SERVICE</b> .....		<b>259,852</b>	<b>-</b>	<b>-</b>	<b>-</b>

UNCLASSIFIED OPERATING REVENUES					
383.00	Assessments.....	619,630	-	-	-
386.00	Escheats (sale of personal property).....	-	-	-	-
387.00	Contributions & Donations from Private Sectors.....	2,972	-	-	-
388.00	Fiduciary Fund Pension Contributions.....				
389.00	All Other Unclassified Operating Revenues***.....	-	-	-	-
<b>TOTAL UNCLASSIFIED OPERATING REVENUES</b> .....		<b>622,602</b>	<b>-</b>	<b>-</b>	<b>-</b>

OTHER FINANCING SOURCES					
391.00	Proceeds of General Fixed Asset Disposition.....	20,807	-	-	-
392.00	Interfund Operating Transfers**.....	1,247,500	-	1,266,382	-
393.00	Proceeds of General Long-Term Debt.....	7,701,533	-	-	-
394.00	Proceeds of Short-Term Debt.....	-	-	-	-
395.00	Refunds of Prior Year Expenditures.....	69,832	-	-	-
<b>TOTAL OTHER FINANCING SOURCES</b> .....		<b>9,039,672</b>	<b>-</b>	<b>1,266,382</b>	<b>-</b>

<b>TOTAL REVENUES</b> .....	<b>13,043,183</b>	<b>395,264</b>	<b>1,266,627</b>	<b>-</b>
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\*\* The total of line 392.00 must match the total of line 492.00

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\*\*\* This amount cannot be greater than 1% of "TOTAL REVENUES" in each of the funds.

## 2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURE

REVENUES		PROPRIETARY FUNDS		FIDUCIARY FUND	TOTAL
CHARGES FOR SERVICE		Enterprise	Internal Service	Trust and Agency	Memorandum Only
361.00	General Government.....	-	-	-	97,040
362.00	Public Safety.....	-	-	-	16,035
363.20	Parking.....	-	-	-	-
363.00	All Other Charges for Highway & Streets Services.....	-	-	-	14,994
364.10	Wastewater/Sewage Charges.....	1,611,131	-	-	1,612,834
364.30	Solid Waste Collection & Disposal Charge (trash).....	396,756	-	-	396,756
364.60	Host Municipality Benefit Fee for Solid Waste Facility.....	-	-	-	-
364.00	All Other Charges for Sanitation Services.....	-	-	-	-
365.00	Health.....	-	-	-	-
366.00	Human Services.....	-	-	-	-
367.00	Culture and Recreation.....	-	-	-	130,080
368.00	Airports.....	-	-	-	-
369.00	Bars.....	-	-	-	-
370.00	Cemeteries.....	-	-	-	-
372.00	Electric System.....	-	-	-	-
373.00	Gas System.....	-	-	-	-
374.00	Housing System.....	-	-	-	-
375.00	Markets.....	-	-	-	-
377.00	Transit Systems.....	-	-	-	-
378.00	Water System.....	1,765,211	-	-	1,765,211
379.00	All Other Charges for Service.....	-	-	-	-
<b>TOTAL CHARGES FOR SERVICE</b> .....		<b>3,773,098</b>	<b>-</b>	<b>-</b>	<b>4,032,950</b>

UNCLASSIFIED OPERATING REVENUES					
383.00	Assessments.....	-	-	-	619,630
386.00	Escheats (sale of personal property).....	-	-	-	-
387.00	Contributions & Donations from Private Sectors.....	-	-	-	2,972
388.00	Fiduciary Fund Pension Contributions.....	<del>-</del>	<del>-</del>	<del>-</del>	-
389.00	All Other Unclassified Operating Revenues***.....	-	-	-	-
<b>TOTAL UNCLASSIFIED OPERATING REVENUES</b> .....		<b>-</b>	<b>-</b>	<b>-</b>	<b>622,602</b>

OTHER FINANCING SOURCES					
391.00	Proceeds of General Fixed Asset Disposition.....	-	-	-	20,807
392.00	Interfund Operating Transfers**.....	-	-	-	2,513,882
393.00	Proceeds of General Long-Term Debt.....	-	-	-	7,701,533
394.00	Proceeds of Short-Term Debt.....	-	-	-	-
395.00	Refunds of Prior Year Expenditures.....	-	-	-	69,832
<b>TOTAL OTHER FINANCING SOURCES</b> .....		<b>-</b>	<b>-</b>	<b>-</b>	<b>10,306,054</b>

<b>TOTAL REVENUES</b> .....	<b>3,784,070</b>	<b>-</b>	<b>-</b>	<b>18,489,144</b>
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\*\* The total of line 392.00 must match the total of line 492.00

\*\*\* This amount cannot be greater than 1% of "TOTAL REVENUES" in each of the funds.

EXPENDITURES		GOVERNMENTAL FUNDS			
		Special Revenue (Including State Liquid Fuels)			
GENERAL GOVERNMENT		General Fund	Capital Projects	Debt Service	
400.00	Legislative (Governing) Body.....	33,103	-	-	-
401.00	Executive (Manager or Mayor).....	37,410	-	-	-
402.00	Auditing Services/Financial Administration.....	68,164	-	-	-
403.00	Tax Collection.....	26,192	-	-	-
404.00	Solicitor/Legal Services.....	42,423	-	-	-
405.00	Secretary/Clerk.....	103,349	-	-	-
406.00	Other General Government Administration.....	78,334	-	-	-
407.00	IT-Networking Services-Data Processing.....	-	-	-	-
408.00	Engineering Services.....	65,721	-	-	-
409.00	General Government Buildings and Plant.....	200,122	-	-	-
<b>TOTAL GENERAL GOVERNMENT.....</b>		<b>654,818</b>	<b>-</b>	<b>-</b>	<b>-</b>

PUBLIC SAFETY					
410.00	Police.....	2,100,900	-	25,099	-
411.00	Fire.....	243,167	-	10,450	-
412.00	Ambulance/Rescue.....	-	-	-	-
413.00	UCC and Code Enforcement.....	354,329	-	-	-
414.00	Planning and Zoning.....	1,769	-	-	-
415.00	Emergency Management & Communications.....	15,909	-	-	-
416.00	Militia and Armories.....	-	-	-	-
417.00	Examination of Licensed Occupations.....	-	-	-	-
418.00	Public Scales (weights and measures).....	-	-	-	-
419.00	Other Public Safety.....	1,000	-	-	-
<b>TOTAL PUBLIC SAFETY.....</b>		<b>2,717,074</b>	<b>-</b>	<b>35,549</b>	<b>-</b>

HEALTH AND HUMAN SERVICES					
420.00-425.00	Health and Human Services.....	-	-	-	-

PUBLIC WORKS - SANITATION					
426.00	Recycling Collection and Disposal.....	-	-	-	-
427.00	Solid Waste Collection and Disposal (trash).....	-	-	-	-
428.00	Weed Control.....	-	-	-	-
429.00	Wastewater/Sewage Collection & Treatment.....	-	-	-	-
<b>TOTAL PUBLIC WORKS - SANITATION.....</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## 2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURE

EXPENDITURES		PROPRIETARY FUNDS		FIDUCIARY FUND	TOTAL
		Enterprise	Internal Service	Trust and Agency	Memorandum Only
<b>GENERAL GOVERNMENT</b>					
400.00	Legislative (Governing) Body.....	-	-	-	33,103
401.00	Executive (Manager or Mayor).....	-	-	-	37,410
402.00	Auditing Services/Financial Administration.....	-	-	-	68,164
403.00	Tax Collection.....	-	-	-	26,192
404.00	Solicitor/Legal Services.....	-	-	-	42,423
405.00	Secretary/Clerk.....	-	-	-	103,349
406.00	Other General Government Administration.....	-	-	-	78,334
407.00	IT-Networking Services-Data Processing.....	-	-	-	-
408.00	Engineering Services.....	-	-	-	65,721
409.00	General Government Buildings and Plant.....	-	-	-	200,122
<b>TOTAL GENERAL GOVERNMENT.....</b>		-	-	-	654,818

<b>PUBLIC SAFETY</b>					
410.00	Police.....	-	-	-	2,125,999
411.00	Fire.....	-	-	-	253,617
412.00	Ambulance/Rescue.....	-	-	-	-
413.00	UCC and Code Enforcement.....	-	-	-	354,329
414.00	Planning and Zoning.....	-	-	-	1,769
415.00	Emergency Management & Communications.....	-	-	-	15,909
416.00	Militia and Armories.....	-	-	-	-
417.00	Examination of Licensed Occupations.....	-	-	-	-
418.00	Public Scales (weights and measures).....	-	-	-	-
419.00	Other Public Safety.....	-	-	-	1,000
<b>TOTAL PUBLIC SAFETY.....</b>		-	-	-	2,752,623

<b>HEALTH AND HUMAN SERVICES</b>					
420.00-425.00	Health and Human Services.....	-	-	-	-

<b>PUBLIC WORKS - SANITATION</b>					
426.00	Recycling Collection and Disposal.....	-	-	-	-
427.00	Solid Waste Collection and Disposal (garbage).....	356,736	-	-	356,736
428.00	Weed Control.....	-	-	-	-
429.00	Wastewater/Sewage Collection & Treatment.....	893,678	-	-	893,678
<b>TOTAL PUBLIC WORKS - SANITATION.....</b>		1,250,414	-	-	1,250,414

## 2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURE

EXPENDITURES		GOVERNMENTAL FUNDS			
		Special Revenue (Including State Liquid Fuels)			
PUBLIC WORKS - HIGHWAYS & STREETS		General Fund		Capital Projects	Debt Service
430.00	General Services - Administration.....	644,690	-	-	-
431.00	Cleaning of Streets and Gutters.....	14,871	-	-	-
432.00	Winter Maintenance - Snow Removal.....	47,265		-	
433.00	Traffic Control Devices.....	80,750	12,382	-	-
434.00	Street Lighting.....	7,614	74,857	-	
435.00	Sidewalks and Crosswalks.....	-	-	-	-
436.00	Storm Sewers and Drains.....	-	-	-	-
437.00	Repairs of Tools and Machinery.....	-	-	-	-
438.00	Maintenance & Repairs of Roads & Bridges.....	24,212	-	-	-
439.00	Highway Construction and Rebuilding Projects.....	-	-	43,755	-
<b>TOTAL PUBLIC WORKS - HIGHWAYS &amp; STREETS.....</b>		<b>819,402</b>	<b>87,239</b>	<b>43,755</b>	<b>-</b>

PUBLIC WORKS - OTHER SERVICES					
440.00	Airports.....	-	-	-	-
441.00	Cemeteries.....	-	-	-	-
442.00	Electric System.....	-	-	-	-
443.00	Gas System.....	-	-	-	-
444.00	Markets.....	-	-	-	-
445.00	Parking.....	-	-	-	-
446.00	Storm Water and Flood Control.....	-	-	-	-
447.00	Transit System.....	-	-	-	-
448.00	Water System.....	-	-	-	-
449.00	Water Transport and Terminals.....	-	-	-	-
<b>TOTAL PUBLIC WORKS - OTHER SERVICES.....</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

CULTURE AND RECREATION					
451.00	Culture-Recreation Administration.....	41,279	-	-	-
452.00	Participant Recreation.....	270,269	-	-	-
453.00	Spectator Recreation.....	-	-	-	-
454.00	Parks.....	-	-	-	-
455.00	Shade Trees.....	20,815	-	-	-
456.00	Libraries.....	-	-	-	-
457.00	Civil and Military Celebrations.....	-	-	-	-
458.00	Senior Citizens' Centers.....	-	-	-	-
459.00	All Other Culture and Recreation.....	-	-	-	-
<b>TOTAL CULTURE AND RECREATION.....</b>		<b>332,363</b>	<b>-</b>	<b>-</b>	<b>-</b>

COMMUNITY DEVELOPMENT					
461.00	Conservation of Natural Resources.....	-	-	-	-
462.00	Community Development and Housing.....	115,038	-	-	-
463.00	Economic Development.....	-	-	-	-
464.00	Economic Opportunity.....	-	-	-	-
465.00 - 469.00	All Other Community Development.....	-	-	-	-
<b>TOTAL COMMUNITY DEVELOPMENT.....</b>		<b>115,038</b>	<b>-</b>	<b>-</b>	<b>-</b>



## 2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURE

EXPENDITURES		PROPRIETARY FUNDS		FIDUCIARY FUND	TOTAL
		Enterprise	Internal Service	Trust and Agency	Memorandum Only
<b>PUBLIC WORKS - HIGHWAYS &amp; STREETS</b>					
430.00	General Services - Administration.....	-	-	-	644,690
431.00	Cleaning of Streets and Gutters.....	-	-	-	14,871
432.00	Winter Maintenance - Snow Removal.....	-	-	-	47,265
433.00	Traffic Control Devices.....	-	-	-	93,132
434.00	Street Lighting.....	-	-	-	82,471
435.00	Sidewalks and Crosswalks.....	-	-	-	-
436.00	Storm Sewers and Drains.....	-	-	-	-
437.00	Repairs of Tools and Machinery.....	-	-	-	-
438.00	Maintenance & Repairs of Roads & Bridges.....	-	-	-	24,212
439.00	Highway Construction and Rebuilding Projects.....	-	-	-	43,755
<b>TOTAL PUBLIC WORKS - HIGHWAYS &amp; STREETS.....</b>		-	-	-	950,396

<b>PUBLIC WORKS - OTHER SERVICES</b>					
440.00	Airports.....	-	-	-	-
441.00	Cemeteries.....	-	-	-	-
442.00	Electric System.....	-	-	-	-
443.00	Gas System.....	-	-	-	-
444.00	Markets.....	-	-	-	-
445.00	Parking.....	-	-	-	-
446.00	Storm Water and Flood Control.....	-	-	-	-
447.00	Transit System.....	-	-	-	-
448.00	Water System.....	740,336	-	-	740,336
449.00	Water Transport and Terminals.....	-	-	-	-
<b>TOTAL PUBLIC WORKS - OTHER SERVICES.....</b>		740,336	-	-	740,336

<b>CULTURE AND RECREATION</b>					
451.00	Culture-Recreation Administration.....	-	-	-	41,279
452.00	Participant Recreation.....	-	-	-	270,269
453.00	Spectator Recreation.....	-	-	-	-
454.00	Parks.....	-	-	-	-
455.00	Shade Trees.....	-	-	-	20,815
456.00	Libraries.....	-	-	-	-
457.00	Civil and Military Celebrations.....	-	-	-	-
458.00	Senior Citizens' Centers.....	-	-	-	-
459.00	All Other Culture and Recreation.....	-	-	-	-
<b>TOTAL CULTURE AND RECREATION.....</b>		-	-	-	332,363

<b>COMMUNITY DEVELOPMENT</b>					
461.00	Conservation of Natural Resources.....	-	-	-	-
462.00	Community Development and Housing.....	-	-	-	115,038
463.00	Economic Development.....	-	-	-	-
464.00	Economic Opportunity.....	-	-	-	-
465.00 - 469.00	All Other Community Development.....	-	-	-	-
<b>TOTAL COMMUNITY DEVELOPMENT.....</b>		-	-	-	115,038

## 2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURE!

EXPENDITURES		GOVERNMENTAL FUNDS			
		Special Revenue (Including State Liquid Fuels)			
		General Fund		Capital Projects	Debt Service
<b>DEBT SERVICE</b>					
471.00	Debt Principal (short-term and long-term).....	7,280,653	-	414,100	-
472.00	Debt Interest (short-term and long-term).....	313,476	-	227,344	-
475.00	Fiscal Agent Fees.....	159,483		-	
<b>TOTAL DEBT SERVICE.....</b>		<b>7,753,612</b>	<b>-</b>	<b>641,444</b>	<b>-</b>

<b>EMPLOYER PAID BENEFITS &amp; WITHHOLDING ITEMS</b>					
481.00	Employer Paid Withholding Taxes and Unemployment Compensation.....	-	-	-	-
482.00	Judgments and Losses.....	-	-	-	-
483.00	Pension/Retirement Fund Contributions.....	254,250	-	-	-
484.00	Worker Compensation Insurance.....	-	-	-	-
487.00	Group Insurance and Other Benefits.....	56,407	-	-	-
<b>EMPLOYER PAID BENEFITS &amp; WITHHOLDING ITEMS.....</b>		<b>310,657</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>INSURANCE</b>					
486.00	Insurance, Casualty, and Surety.....	109,118	-	-	-

<b>UNCLASSIFIED OPERATING EXPENDITURES</b>					
488.00	Fiduciary Fund Benefits and Refunds Paid.....				
489.00	All Other Unclassified Expenditures***.....	-	-	-	-
<b>TOTAL UNCLASSIFIED OPERATING EXPENDITURES.....</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>OTHER FINANCING USES</b>					
491.00	Refund of Prior Year Revenues.....	-	-	-	-
492.00	Interfund Operating Transfers**.....	587,871	289,350	-	-
493.00	All Other Financing Uses.....	-	-	-	-
<b>TOTAL OTHER FINANCING USES.....</b>		<b>587,871</b>	<b>289,350</b>	<b>-</b>	<b>-</b>

<b>TOTAL EXPENDITURES.....</b>		<b>13,399,953</b>	<b>376,589</b>	<b>720,748</b>	<b>-</b>
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<b>EXCESS/DEFICIT OF REVENUES</b>					
<b>OVER EXPENDITURES.....</b>		<b>(356,770)</b>	<b>18,675</b>	<b>545,879</b>	<b>-</b>

\*\* The total of line 492.00 must match the total of line 392.00

\*\*\* This amount cannot be greater than 1% of "TOTAL EXPENDITURES" in each of the funds.

## 2016 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT | STATEMENT OF REVENUES AND EXPENDITURES

EXPENDITURES	PROPRIETARY FUNDS		FIDUCIARY FUND	TOTAL
	Enterprise	Internal Service	Trust and Agency	Memorandum Only
<b>DEBT SERVICE</b>				
471.00 Debt Principal (short-term and long-term).....	-	-	-	7,694,753
472.00 Debt Interest (short-term and long-term).....	-	-	-	540,820
475.00 Fiscal Agent Fees.....	-	-	-	159,483
<b>TOTAL DEBT SERVICE.....</b>	-	-	-	8,395,056

<b>EMPLOYER PAID BENEFITS &amp; WITHHOLDING ITEMS</b>				
481.00 Employer Paid Withholding Taxes and Unemployment Compensation.....	-	-	-	-
482.00 Judgments and Losses.....	-	-	-	-
483.00 Pension/Retirement Fund Contributions.....	-	-	-	254,250
484.00 Worker Compensation Insurance.....	-	-	-	-
487.00 Group Insurance and Other Benefits.....	-	-	-	56,407
<b>EMPLOYER PAID BENEFITS &amp; WITHHOLDING ITEMS.....</b>	-	-	-	310,657

<b>INSURANCE</b>				
486.00 Insurance, Casualty, and Surety.....	-	-	-	109,118

<b>UNCLASSIFIED OPERATING EXPENDITURES</b>				
488.00 Fiduciary Fund Benefits and Refunds Paid.....	<del>-</del>	<del>-</del>	-	-
489.00 All Other Unclassified Expenditures***.....	-	-	-	-
<b>TOTAL UNCLASSIFIED OPERATING EXPENDITURES.....</b>	-	-	-	-

<b>OTHER FINANCING USES</b>				
491.00 Refund of Prior Year Revenues.....	-	-	-	-
492.00 Interfund Operating Transfers**.....	1,636,661	-	-	2,513,882
493.00 All Other Financing Uses.....	-	-	-	-
<b>TOTAL OTHER FINANCING USES.....</b>	1,636,661	-	-	2,513,882

<b>TOTAL EXPENDITURES.....</b>	3,627,411	-	-	18,124,701
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<b>EXCESS/DEFICIT OF REVENUES OVER EXPENDITURES.....</b>	156,659	-	-	364,443
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\*\* The total of line 492.00 must match the total of line 392.00

\*\*\* This amount cannot be greater than 1% of "TOTAL EXPENDITURES" in each of the funds.

# DEBT STATEMENT

Purpose	Bond (B) Note (N)	Issue Date (year)	Maturity Date (year)	Original Amount of Issue	Outstanding Beginning of Year	Principal Incurred This Year (Additions)	Principal Paid This Year	Current Year Accretion of Compound Interest Bonds	Outstanding Year End	Plus (less) Unamortized Premium (Discount)	Total Balance
<b>GENERAL OBLIGATION BONDS AND NOTES</b>											
Series of 2005	N		2031		1,315,202		65,100		1,250,102		\$ 1,250,102
Series of 2008	N	2008	2019	3,484,000	1,451,000		344,000		1,107,000		\$ 1,107,000
Series of 2012	B	2012	2032	7,590,000	7,230,000		7,230,000		-		\$ -
Series of 2016	B	2016	2032	7,655,000	-	7,655,000	5,000		7,650,000		\$ 7,650,000
									-		\$ -
									-		\$ -
									-		\$ -
									-		\$ -
									-		\$ -
<b>REVENUE BONDS AND NOTES</b>											
									-		\$ -
									-		\$ -
									-		\$ -
									-		\$ -
									-		\$ -
<b>LEASE RENTAL DEBT/GENERAL LEASES</b>											
									-		\$ -
									-		\$ -
<b>OTHER</b>									-		\$ -
Equipment Loan		2006	2026	200,000	117,465		10,715		106,750		\$ 106,750
Berks County Radio Loan		2012	2019	146,109	83,489		20,873		62,616		\$ 62,616
Berks County Radio Loan		2012	2019	4,560	2,607		651		1,956		\$ 1,956
Berks County Radio Loan		2012	2019	7,707	4,404		1,101		3,303		\$ 3,303
Berks County Radio Loan		2012	2019	2,254	1,288		322		966		\$ 966
Berks County Radio Loan		2012	2019	118,933	67,963		16,991		50,972		\$ 50,972
Total bonds and notes outstanding.....										\$	10,007,102
Capitalized lease obligations.....											-
Other debt.....											226,563
TOTAL OUTSTANDING DEBT.....										\$	10,233,665

**CATEGORY:**

TOTAL CAPITAL EXPENDITURES*	\$ 384,535
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## EMPLOYEE COMPENSATION

(including all employees and elected officials)**	\$ 2,200,328
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## **SUPPLEMENTARY INFORMATION**

# **BOROUGH OF WEST READING**

## **SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2016**

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### **ITEM A - NATURE OF ACTIVITY**

The Borough of West Reading, Berks County, Pennsylvania (the "Borough"), which was founded and incorporated in 1907, has an approximate population of 4,200, based on a 2010 census report, living within an area of one square mile. The Borough is in the southeastern portion of the Commonwealth of Pennsylvania and is located in the County of Berks.

### **ITEM B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying financial statements conform to the modified cash basis method of accounting as applicable to governmental units. The following is a summary of the more significant accounting policies used by the Borough.

#### **Reporting Entity**

The Borough is a Pennsylvania Municipal Corporation which operates under a Council-Mayor form of government. Accounting principles generally accepted in the United States of America require that the reporting entity consists of the primary government and organizations for which the primary government is financially accountable. In addition, the primary government may determine through the exercise of the management's professional judgment that the inclusion of an organization that does not meet the financial accountability criteria is necessary in order to prevent the reporting entity's financial statements from being misleading. In such instances, that organization should be included as a component unit if the nature and significance of their relationship with the primary government or other component units, are such that exclusion from the financial reporting entity would render the financial reporting entity's financial statements incomplete or misleading. In evaluating how to define the reporting entity, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made based upon the above criteria. The component units as determined under the above criteria and as discussed below are not included in the Borough's reporting entity as these financial statements include only the modified cash activities of the primary government.

#### ***Individual Component Unit Disclosures***

**West Reading Main Street Authority** - On March 5, 2012, the joint Boards of Directors of the West Reading Main Street Foundation and the West Reading Main Street Authority voted to transfer the assets and responsibilities from the West Reading Main Street Authority to the West Reading Main Street Foundation, and then change the name of the West Reading Main Street Foundation to the West Reading Community Revitalization Foundation. Prior to March 5, 2012, the West Reading Main Street Authority was governed by a five-member Board appointed by the Borough Council. Although it was legally separate from the Borough, the West Reading Main Street Authority was considered a component unit and its primary purpose was to create a business improvement district and to provide economic rejuvenation of property and commerce within the said business improvement district. As of December 31, 2012, the Authority is inactive.

## **BOROUGH OF WEST READING**

### **SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2016**

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#### **ITEM B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**West Reading Community Revitalization Foundation** - The West Reading Community Revitalization Foundation is a nonprofit corporation organized for the purpose of facilitating the streetscape rehabilitation, design and construction within the Borough to promote business activity and preserve the historical continuity of properties within the Borough's Neighborhood Improvement District. Although it is legally separate from the Borough, the West Reading Community Revitalization Foundation is a component unit of the Borough.

#### ***Jointly Governed Organizations***

**Western Berks Water Authority** - The Borough, in conjunction with the Boroughs of Shillington and Wyomissing, has created the Western Berks Water Authority. The Western Berks Water Authority's Board is composed of two members from each of the municipalities. The primary purpose of the Western Berks Water Authority is to provide water utilities to the member municipalities.

**Joint Municipal Authority of Wyomissing Valley** - The Borough, in conjunction with the Borough of Wyomissing, has created the Joint Municipal Authority of Wyomissing Valley. The Joint Municipal Authority of Wyomissing Valley's Board is composed of three members from each of the municipalities. The primary purpose of the Joint Municipal Authority of Wyomissing Valley is to provide sewer utilities to the member municipalities.

**Western Berks Refuse Authority** - The Borough, in conjunction with the Boroughs of Kenhorst, Mohnton, Shillington, Wyomissing and the Townships of Cumru and Spring, has created the Western Berks Refuse Authority. The Western Berks Refuse Authority's Board is composed of one member from each of the municipalities. The primary purpose of the Authority was to provide collection, removal and disposal of refuse materials by incineration, landfill, or other methods to the member municipalities.

#### **Basis of Presentation**

The accounts of the Borough are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The various funds of the Borough are grouped in the primary government financial statements in this report as follows.

**Governmental Fund Types** - Governmental Funds are those through which most governmental functions of the Borough are financed. The acquisition, use and balance of the Borough's expendable financial resources and the related liabilities (except those accounted for in the proprietary funds) are accounted for through Governmental Funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination.



**BOROUGH OF WEST READING**  
SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2016

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**ITEM B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

The following are the Borough's Governmental Fund Types:

- **General Fund** - The General Fund is the primary operating fund of the Borough. It is used to account for all activities except those legally or administratively required to be accounted for in other funds. The principal activities accounted for in the General Fund are general government, public safety, public works, community development, culture and recreation and debt service. These activities are funded principally by property taxes, earned income taxes, business privilege taxes, local services taxes and licenses and permits.
- **Special Revenue Fund** - The Special Revenue Fund is used to account for the proceeds of specific revenue sources that are restricted to expenditures for specified purposes other than debt service or capital projects. The term "proceeds of specific revenue sources" establishes that one or more specific restricted or committed revenues should be the foundation for a Special Revenue Fund. The reporting entity includes the following Special Revenue Fund:
  - State Liquid Fuels Highway Aid Fund - The State Liquid Fuels Highway Aid Fund is used to account for the proceeds from the State Motor License Fund. Under the Act of June 1, 1956, P.L. 1944, No. 145, this fund must be kept separate from all other funds and no other funds shall be commingled with the fund. Expenditures are legally restricted to expenditures for highway purposes in accordance with Department of Transportation regulations. County liquid fuels tax payments to the local government are not accounted for in this Fund.

The Borough also levies a Fire Equipment and Firehouses special purpose real estate tax, as well as a Roads special purpose real estate tax. The real estate tax revenue and the transfer of these revenues to the General Fund are also reflected in the Special Revenue Fund.

- **Capital Projects Funds** - The Capital Projects Funds are used to account for and report financial resources to be used for the acquisition or construction and maintenance of major capital assets. The reporting entity includes the following Capital Projects Funds:
  - Capital Reserve Fund - The Capital Reserve Fund is used to account for budgetary transfers from the general and utility funds to be used to replace major equipment as needed. The Fund also accounts for the payment of principal and interest on the General Obligation Bonds, Series of 2005, 2008 and 2012, as well as the cost of certain capital projects.
  - Special Reserve Fund - The Special Reserve Fund is used to account for budgetary transfers from the general and utility funds to be used for special projects approved by Council as needed.

## BOROUGH OF WEST READING

### SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2016

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#### ITEM B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### *Proprietary Fund Types*

- **Enterprise Funds** - Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The measurement focus is upon determination of net income. The reporting entity includes the following Enterprise Funds:
  - **Water Fund** - is used to account for operations of the water distribution system. The water distribution system is a public utility service which is maintained on a self-supporting basis.
  - **Sewer Fund** - is used to account for the operation of the liquid waste collection system which is operated as a public utility and is not included as a regular function in the General Fund.
  - **Sanitation Fund** - is used to account for the operation of the solid waste collection system which is operated as a public utility and is not included as a regular function in the General Fund.

##### **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the primary government financial statements.

##### **Modified Cash Basis**

The Borough's policy is to prepare its financial statements on a modified cash basis under which only revenues collected and expenditures paid and intergovernmental due to and due from receivables and payables are record. Under this basis, revenue is recognized when collected rather than when earned and expenditures are generally recognized when paid rather than when the related liability is incurred. Consequently, other receivables, other payables, inventories, long-lived assets, accrued income and expenses and amortization and depreciation, which may be material in amount, are not reflected in the accompanying primary government financial statements, which are not intended to present the financial position, results of operation or cash flows in conformity with accounting principles generally accepted in the United States of America.

**BOROUGH OF WEST READING**  
SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2016

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**ITEM B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Measurement Focus**

The accounting and reporting treatment applied to a fund is determined by its measurement focus. Governmental Funds are accounted for on a spending or "financial flow" measurement focus. Governmental Fund Type operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net position.

Proprietary Funds and Nonexpendable Trust Funds are accounted for on a cost of services or "capital maintenance" measurement focus. Their reported fund equity is segregated into contributed capital and retained earnings components. Proprietary Fund Type operating statement presents increased (revenues) and decreases (expenses) in equity.

**Cash**

The Borough considers all cash accounts, which are not subject to withdrawal restriction or penalties.

The Borough pools cash resources of its various funds in order to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. Cash in excess of current requirements is invested in various certificates of deposit.

For the purpose of financial reporting, cash includes all demand and saving accounts and certificates or short-term investments with an original maturity of three months or less.

**Due To and From Other Funds**

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed.

**Capital Assets**

Purchased capital assets are recorded as expenditures in the Governmental Fund Types. Proprietary Fund Type capital assets are recorded as expenditures in the fund in which it is utilized. Infrastructure assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems are recorded as expenditures in the fund types expending the funds.

**Long-Term Debt**

Debt proceeds from issuance of long-term debt are reported as other financing sources, and the payment of principal and interest is reported as expenditures in the fund financial statements. Debt service expenditures are recognized in the period paid.

**Compensated Absences**

Compensated absences for vacation and sick leave are recorded when paid.

## **BOROUGH OF WEST READING**

### **SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2016**

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#### **ITEM B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **Equity**

Fund balances of Governmental Fund Types are nonexpendable trust funds are classified in two separate categories. The categories and their general meanings are as follows:

- ***Restricted Fund Balance*** - Consists of net position with constraints placed on the use either by (a) external groups, such as creditors, grantors, contributors or law and regulations of other governments, or (b) law through constitutional provision or enabling legislation.
- ***Unrestricted Fund Balance*** - All other net position that does not meet the definition of "restricted." These assets are available for appropriation and expenditure in future periods.

It is the Borough's policy to first use restricted net position prior to the use of unrestricted net position when expenditure is incurred for purposes for which both reserved and unreserved fund balances are available.

##### **Program Revenues**

All revenues are recognized when received.

##### **Property Taxes**

The Borough is permitted by state law to levy taxes up to 30 mills of assessed valuation for general purposes. State law also permits additional millage to be levied for specific purposes as defined in the law. The millage rate levied by the Borough for 2016 was 7.6 mills, consisting of 5.5 mills for general purposes, 1.85 mills for fire purposes, and 0.25 mills for roads, as established by the Borough Council. Current tax collections for the Borough were approximately 98% of the total tax levy.

The Borough's real estate taxes are based on assessed values established by the County of Berks Board of Assessments. The taxes are collected by an elected local tax collector. Real estate taxes attach an enforceable lien on property when levied on March 1. A discount of 2% is applied to payments made prior to April 30. A penalty of 10% is added to the face amount of taxes paid after June 30. The County of Berks Tax Claim Bureau collects delinquent real estate taxes on behalf of itself and other taxing authorities. Return of unpaid real estate taxes to the County of Berks Tax Claim Bureau is made by January 15 of the subsequent year.

##### **Intergovernmental Revenues**

Intergovernmental revenues represent revenues received from the Commonwealth of Pennsylvania, federal agencies and local governmental units, generally to fund specific programs and are recognized when received.

**BOROUGH OF WEST READING**  
SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2016

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**ITEM B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Expenditures/Expenses**

Expenditures and expenses are recognized when paid.

**Internal and Interfund Balances and Activities**

Interfund activity, if any, within and among the Governmental and Proprietary Fund categories is reported as follows in the financial statements:

- ***Interfund Services*** - Sales or purchases of goods and services between funds are reported as revenues and expenditures.
- ***Interfund Reimbursements*** - Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transaction that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund as reduction of expenditures/expenses in the fund that is reimbursed.
- ***Interfund Transfers*** - All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

**ITEM C - BUDGET MATTERS**

The Borough Council annually adopts the budget for the General Fund, State Liquid Fuels Highway Aid Fund, Capital Reserve Fund, Special Reserve Fund, Water Fund, Sewer Fund and Sanitation Fund. Budgetary control is legally maintained at the fund level.

The Borough Code provides for the modification of the budget and supplemental appropriations and transfers.

Appropriations, except open project appropriations, encumbrances and unexpended grant appropriations, lapse at the end of each fiscal year.

The budget is prepared on the same modified cash basis of accounting as applied to the governmental funds in the financial statements.

Budget amounts are not presented in the accompanying financial statements.

**BOROUGH OF WEST READING**  
**SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2016**

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**ITEM D - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Compliance with Finance-Related Legal and Contractual Provisions**

The Borough had no material violations of finance-related legal and contractual provisions.

**ITEM E - DEPOSITS**

The Borough's available cash is invested in demand deposit accounts, savings accounts and certificates of deposit.

**Custodial Credit Risk - Deposits**

Custodial credit risk is the risk that, in the event of a financial institution failure, the Borough's deposits may not be returned. The Pennsylvania Government Code and the Borough's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: Pennsylvania Act 72 requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law. The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies.

The Borough has a deposit policy for custodial risk that requires depository institutions to pledge securities as collateral for deposits that exceed depository in insurance.

At December 31, 2016, the carrying amount of the Borough's bank deposits was \$2,567,360, and the corresponding bank balances were \$2,667,555 of which \$256,125 was covered by Federal Depository Insurance and the remaining \$2,411,430 of deposits was exposed to custodial risk because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the Borough's name.

**ITEM F - LONG-TERM DEBT**

	Balance Outstanding December 31, 2015	Additions	Payments	Balance Outstanding December 31, 2016
General Obligation Note, Series of 2005, initial issue \$1,880,000, interest rates ranging from 3.95% to 6.50% per annum to November 2031	\$ 1,315,202	\$ -	\$ (65,100)	\$ 1,250,102
General Obligation Note, Series of 2008, initial issue \$3,484,000, fixed rate of interest at 3.40% per annum to March 2019	1,451,000	-	(344,000)	1,107,000
SUBTOTAL FORWARD	\$ 2,766,202	\$ -	\$ (409,100)	\$ 2,357,102

**BOROUGH OF WEST READING**  
**SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2016**

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**ITEM F - LONG-TERM DEBT (Continued)**

	Balance Outstanding December 31, 2015	Additions	Payments	Balance Outstanding December 31, 2016
SUBTOTAL FORWARDED	\$ 2,766,202	\$ -	\$ (409,100)	\$ 2,357,102
General Obligation Bonds, Series of 2012, initial issue \$7,590,000, fixed rate of interest at 2% per annum to December 2017, variable rate thereafter ranging from 2.125% to 3.75% per annum to December 2032	7,230,000	-	(7,230,000)	-
General Obligation Bonds, Series of 2016, initial issue \$7,655,000, interest rates ranging from 0.60% to 3.0% per annum to October 2032	-	7,655,000	(5,000)	7,650,000
Installment payment agreement, due in monthly payments of \$1,012, including interest at 2.00% to October 2026	117,465	-	(10,715)	106,750
Loan payable to the County of Berks, annual payments of \$20,873, without interest, to June 2019	83,489	-	(20,873)	62,616
Loan payable to the County of Berks, annual payments of \$651, without interest, to June 2019	2,607	-	(651)	1,956
Loan payable to the County of Berks, annual payments of \$1,101, without interest to June 2019	4,404	-	(1,101)	3,303
Loan payable to the County of Berks, annual payments of \$322, without interest, to June 2019	1,288	-	(322)	966
Loan payable to the County of Berks, annual payments of \$16,991, without interest, to June 2019	67,963	-	(16,991)	50,972
	<u>\$ 10,273,418</u>	<u>\$ 7,655,000</u>	<u>\$ (7,694,753)</u>	<u>\$ 10,233,665</u>

Total interest expense for the year ended December 31, 2016, was \$540,280, which includes \$312,050 for the 2012 bond advance refunding paid with proceeds from the issuance of the 2016 General Obligation Bond.

**BOROUGH OF WEST READING**  
**SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2016**

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**ITEM F - LONG-TERM DEBT (Continued)**

Aggregate maturities required on long-term debt at December 31, 2016, are as follows:

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service</u>
2017	\$ 478,056	\$ 245,360	\$ 723,416
2018	588,759	230,115	818,874
2019	658,739	213,204	871,943
2020	630,899	202,045	832,944
2021	639,114	190,654	829,768
2022 to 2026	3,313,142	774,011	4,087,153
2027 to 2031	3,574,956	398,369	3,973,325
2032	350,000	10,500	360,500
	<u>\$ 10,233,665</u>	<u>\$ 2,264,258</u>	<u>\$ 12,497,923</u>

Bond principal and interest payments are paid from the General Fund and Capital Reserve Fund. Installment lease principal and interest payments are made from the General Fund.

Substantially all of the Borough's assets are pledged as collateral for the long-term debt.

**ITEM G - INTERFUND TRANSFERS AND BALANCES**

Transfers between funds for the year ended December 31, 2016, were as follows:

	<u>Transfers In/From Other Funds</u>	<u>Transfers Out/To Other Funds</u>
General Fund	\$ 1,247,500	\$ 587,871
Special Revenue	-	289,350
Capital Projects Funds		
Capital Reserve Fund	1,191,662	-
Special Reserve Fund	74,720	-
	<u>1,266,382</u>	<u>-</u>
Enterprise Funds		
Sewer Fund	-	679,250
Water Fund	-	847,411
Sanitation Fund	-	110,000
	<u>-</u>	<u>1,636,661</u>
	<u>\$ 2,513,882</u>	<u>\$ 2,513,882</u>

There were no interfund balances as of December 31, 2016.



## **BOROUGH OF WEST READING**

### **SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2016**

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#### **ITEM H - DEFINED BENEFIT PENSION PLANS**

The Borough administers and contributes to two defined benefit pension plans: the Borough of West Reading Police Pension Plan and the Borough of West Reading Nonuniformed Employees' Pension Plan. The assets of the plans are invested separately and each Plan's assets may be used only for the payment of benefits to the members of that plan in accordance with the terms of the plan.

##### **Valuation of Investments**

All investments of the pension plans are reported at fair value based on quoted market values. Investments that do not have an established market value are reported at estimated fair value. Insurance holdings, if any, are valued at reported contract values.

##### **Plan Descriptions and Contribution Information**

###### ***Borough of West Reading Police Pension Plan***

**Plan Description** - The Borough of West Reading Police Pension Plan is a single-employer defined benefit pension plan. The plan participates in the Pennsylvania State Association of Boroughs Municipal Retirement Trust (PSAB-MRT) which is an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for participating municipal pension plans. The Borough of West Reading Police Pension Plan provides retirement, disability and death benefits to plan members and beneficiaries. The Borough receives from PSAB-MRT a publicly available financial report that includes financial statements and required supplementary information for the Borough of West Reading Police Pension Plan.

**Contributions** - The authority under which obligations to contribute to the Police Pension Plan by the Plan members, employer and other contributing entities is established or may be amended include Act 600 and Act 205 (the "Act") of the Commonwealth of Pennsylvania. The Act requires that annual contributions be based upon the calculation of the minimum municipal obligation (MMO). The MMO is based upon the biennial actuarial valuation. In accordance with Act 205, the Borough was required to contribute \$197,361 to the Plan for the year 2016. The Borough's actual contribution for the Plan year 2016 was \$197,361.

**BOROUGH OF WEST READING**  
 SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS  
 YEAR ENDED DECEMBER 31, 2016

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**ITEM H - DEFINED BENEFIT PENSION PLANS (Continued)**

***Borough of West Reading Nonuniformed Employees' Pension Plan***

**Plan Description** - The Borough of West Reading Nonuniformed Employees' Pension Plan is a single-employer defined benefit pension plan administered by the Borough. The plan participates in the Pennsylvania State Association of Boroughs Municipal Retirement Trust (PSAB-MRT) which is an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for participating municipal pension plans. The Borough of West Reading Nonuniformed Employees' Pension Plan provides retirement, disability and death benefits to Plan members and beneficiaries. The Borough receives from PSAB-MRT a publicly available financial report that includes financial statements and required supplementary information for the Borough of West Reading Police Pension Plan. This plan was frozen at the end of 2014 with the creation of a new defined contribution plan for nonuniformed employees.

**Contributions** - The authority under which obligations to contribute to the Nonuniformed Employees' Pension Plan by the Plan members, employer and other contributing entities is established or may be amended include Act 600 and Act 205 (the "Act") of the Commonwealth of Pennsylvania. The Act requires that annual contributions be based upon the calculation of the minimum municipal obligation (MMO). The MMO is based upon the biennial actuarial valuation. In accordance with Act 205, the Borough was required to contribute \$21,978 to the Plan for the year 2016. The Borough's actual contribution for the Plan year 2016 was \$21,978.

**Annual Pension Cost and Net Pension Obligation (Asset)** - The Borough's annual pension cost and net pension obligation (asset) to the pension plans for the current year were as follows:

	Police Pension Plan	Nonuniformed Employees' Pension Plan
	<u>Plan</u>	<u>Plan</u>
Annual required contribution	\$ 250,361	\$ 67,726
Member contributions	(53,000)	-
Act 44 amortization reduction	-	(45,748)
ANNUAL PENSION COST	<u>197,361</u>	<u>21,978</u>
Contributions made	<u>(197,361)</u>	<u>(21,978)</u>
CHANGE IN NET PENSION OBLIGATION	-	-
Net pension asset, beginning of year	<u>(12,434)</u>	<u>-</u>
NET PENSION ASSET, END OF YEAR	<u>\$ (12,434)</u>	<u>\$ -</u>

## BOROUGH OF WEST READING

### SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2016

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#### ITEM H - DEFINED BENEFIT PENSION PLANS (Continued)

***Borough of West Reading Police Pension Plan*** - The annual required contribution for the current year was determined as part of the January 1, 2015 actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included (a) 8% investment rate of return and (b) projected annual salary increases of 5%. Provisions for administrative expenses are added to normal cost. The assumptions included post-retirement mortality, retirement age, percent married and withdrawal provisions. Retirement is based upon normal retirement age. Plan assets are valued using the method described in Section 210(a) of Act 44, subject to a ceiling of 130% of the market value of assets.

##### Three-Year Trend Information

<u>Year Ended</u>	<u>Annual Pension Cost (APC)</u>	<u>Percentage of APC Contributed</u>	<u>Net Pension Asset</u>
2014	\$ 218,533	100%	\$ (12,434)
2015	227,102	100%	(12,434)
2016	197,361	100%	(12,434)

***Borough of West Reading Nonuniformed Employees' Pension Plan*** - The annual required contribution for the current year was determined as part of the January 1, 2015 actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included (a) 7.0% investment rate of return and (b) projected annual salary increases of 4.0%. Provisions for administrative expenses are added to normal cost. The assumptions included postretirement mortality, preretirement mortality, disability, retirement age, percent married and withdrawal provisions. Retirement is based upon normal retirement age. The actuarial value of assets was determined by contract basis.

<u>Year Ended</u>	<u>Annual Pension Cost (APC)</u>	<u>Percentage of APC Contributed</u>	<u>Net Pension Asset</u>
2014	\$ 50,507	100%	\$ -
2015	72,207	100%	-
2016	21,978	100%	-

**BOROUGH OF WEST READING**  
**SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2016**

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**ITEM H - DEFINED BENEFIT PENSION PLANS (Continued)**

The funded status of the Borough of West Reading Police Pension Plan as of January 1, 2015, the most recent actuarial valuation date, is as follows:

Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b)-(a)	Funded Ratio (a)/(b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll (b)-(a)/(c)
<u>\$ 4,007,237</u>	<u>\$ 4,653,900</u>	<u>\$ 646,663</u>	<u>86%</u>	<u>\$ 1,258,018</u>	<u>51%</u>

The funded status of the Borough of West Reading Nonuniformed Employees' Pension Plan as of January 1, 2015, the most recent actuarial valuation date, is as follows:

Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Overfunded AAL (UAAL) (b)-(a)	Funded Ratio (a)/(b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll (b)-(a)/(c)
<u>\$ 2,062,257</u>	<u>\$ 1,604,781</u>	<u>\$ (457,476)</u>	<u>129%</u>	<u>\$ 658,588</u>	<u>(69%)</u>

**ITEM I - DEFINED CONTRIBUTION PENSION PLAN**

Effective January 1, 2015, the Borough established a municipal defined contribution pension plan. The Plan participates in the Pennsylvania Municipal Retirement System (PMRS), which is an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for participating municipal pension plans. PMRS issues a separate Comprehensive Annual Financial Report (CAFR) which is available on the PMRS website. There is no mandatory contribution from each eligible employee covered under the Plan. The Borough contributes 5% of each participating employee's gross wages to the Plan. The Borough made contributions of \$34,911 for the year ended December 31, 2016.

**ITEM J - READING HOSPITAL AND MEDICAL CENTER AGREEMENT/MAJOR CUSTOMER**

In January 2011, the Reading Hospital and Medical Center (the "Hospital") entered into an agreement with the Borough, whereby the Hospital will make voluntary contributions to the Borough to support them in providing essential services to the Hospital. During the term of the agreement, building permit fees chargeable to the Hospital shall be a fixed amount, as set forth by resolution. The term of the agreement was for three years, expiring at the end of the calendar year 2013. In November 2014, a new agreement was reached for the years 2014 and 2015. In 2016, an agreement was reached for 2017 through 2019.

For the year ended December 31, 2016, the Hospital contributed \$619,630 to the Borough. The proposed amount for 2017 is \$610,500.

## **BOROUGH OF WEST READING**

### **SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2016**

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#### **ITEM J - READING HOSPITAL AND MEDICAL CENTER AGREEMENT/MAJOR CUSTOMER (Continued)**

The Hospital's water and sewer billing for 2016 represent 48% of total water and sewer billings for the Borough.

During 2016, the Hospital paid approximately \$31,000 for building permits on construction projects, representing 58% of the total Borough building permit revenue.

#### **ITEM K - PENN AVENUE TAX INCREMENT FINANCING DISTRICT**

On January 1, 2007, the Borough, along with the County of Berks and the Wyomissing Area School District, entered into a Cooperation Agreement with the Redevelopment Authority of the County of Berks. The Redevelopment Authority of the County of Berks (the "Authority") has prepared a Tax Increment Financing (TIF) Plan referred to as the Penn Avenue TIF District. The agreement sets forth the terms by which Tax Increment Revenues shall be raised from the Penn Avenue TIF District and the means of financing, monitoring and directing the implementation of the TIF Plan

Under the terms of this agreement, the taxing bodies of the Borough, the County of Berks and the Wyomissing Area School District will remit their respective share of the positive real estate tax increments to the Authority. The Authority will deposit these funds into the Tax Increment Fund established for this project and use these funds for repayment of debt service incurred in connection with the project. The Penn Avenue TIF District will terminate on the earlier of February 1, 2027, or that date, after completion of all improvements specified in the plan.

The annual estimated incremental property tax is \$250,000 of which the Borough's share is estimated at \$40,000.

In 2016, the Borough remitted \$10,535 to the Authority. This amount represents less than 1% of total real estate taxes collected by the Borough in 2016.

#### **ITEM L - RISK MANAGEMENT**

The Borough entered into an agreement with Susquehanna Municipal Trust in order to pool workers' compensation and occupational disease insurance risks, reserves, claims and losses, and provide self-insurance and reinsurance with other members of the trust. If annual payments for any fiscal year are insufficient to fund the obligations of the trust, additional payments will be required by the Borough. The trust will provide excess and aggregate excess insurance wither through purchase of insurance or assets of the trust.

## **BOROUGH OF WEST READING**

### **SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2016**

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#### **ITEM M - COMMITMENTS AND CONTINGENCIES**

##### **Litigation**

The Borough is party to litigation involving various Borough matters. Based on the opinion of its legal counsel, Borough officials feel that the outcome of any lawsuits will not have a material effect on the Borough's financial position.

##### **Unemployment Compensation**

The Borough elected to fund unemployment compensation insurance with the Commonwealth of Pennsylvania Unemployment Compensation Fund on a reimbursable status, whereby the Borough reimburses the Commonwealth for actual benefits paid to qualified claimants.

##### **Western Berks Water Authority**

The Borough has entered into a service agreement with the Western Berks Water Authority (the "Water Authority") to purchase water in accordance with terms of the agreement. If the Borough water service charge collections are insufficient to make the required monthly payments to the water Authority, the Borough is to make up the deficiency out of other available current revenues of the Borough. If the Water Authority ultimately generates a deficit, it can, under the terms and conditions of Sections 5.02 and 5.03 of the service agreement, assess the Borough its proportionate share of the deficit.

##### **Solid Waste and Recycling Contracts**

In January 2004, the Borough entered into ten-year contract for the leasing of air space at a landfill for the disposal of municipal solid waste. Terms of the agreement are on the per tonnage basis and expire on January 31, 2014. In February 2014, the Borough extended this lease for an additional five years under new per tonnage rates.

In January 2015, the Borough entered into a contract for solid waste and recycling collection for a three-year term through December 31, 2017. Annual payments will be \$33,516 for recycling and \$174,420 for solid waste.

##### **Concentration of Labor**

The Borough entered into a collective bargaining agreement with the police officers, effective January 1, 2017 through December 31, 2020. The Borough also entered into a collective bargaining agreement with nonuniform employees, effective January 1, 2017 through December 31, 2020. Of the Borough's total workforce, 36% is covered by the agreement with the police officers and 18% is covered by the agreement with the nonuniform employees.

# BALANCE SHEET

December 31, 2016



## ASSETS AND OTHER DEBITS

	Capital Reserve	Special Reserve	Total
100-120 Cash and Investments.....	548,499	318,926	867,425
140-144 Tax Receivable.....	-	-	-
121-129			
145-149 Accounts Receivable (excluding taxes).....	-	-	-
130 Due From Other Funds.....	-	-	-
131-139			
150-159 Other Current Assets.....	-	-	-
160-169 Fixed Assets.....	-	-	-
180-189 Other Debits.....	-	-	-
<b>TOTAL ASSETS AND OTHER DEBITS.....</b>	<b>\$ 548,499</b>	<b>\$ 318,926</b>	<b>\$ 867,425</b>

## LIABILITIES AND OTHER CREDITS

210-229 Payroll Taxes and Other Payroll Withholdings.....	-	-	-
200-209			
231-239 All Other Current Liabilities.....	-	-	-
230 Due To Other Funds.....	-	-	-
260-269 Long-Term Liabilities.....	-	-	-
240-259 Current Portion of Long-Term Debt & Other Credits.....	-	-	-
<b>TOTAL LIABILITIES AND OTHER CREDITS.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

## FUND AND ACCOUNT GROUP EQUITY

281-284 Contributed Capital.....	-	-	-
290 Investment in General Fixed Assets.....	-	-	-
270-289 Fund Balance/Retained Earnings on 12/31.....	548,499	318,926	867,425
291-299 Other Equity.....	-	-	-
<b>TOTAL FUND AND ACCOUNT GROUP EQUITY.....</b>	<b>548,499</b>	<b>318,926</b>	<b>867,425</b>

Total Assets and Other Debits minus Total Liabilities and Other Credits must equal the Total Fund and Account Group Equity.

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

## REVENUES

### TAXES

	Capital Reserve	Special Reserve	Total
301.00 Real Estate Taxes.....	-	-	-
305.00 Occupation Taxes (levied under municipal code).....	-	-	-
308.00 Residence Taxes (levied by cities of the 3rd Class).....	-	-	-
309.00 Regional Asset District Sales Tax (Allegheny County municipalities only).....	-	-	-
310.00 Per Capita Taxes.....	-	-	-
310.10 Real Estate Transfer Taxes.....	-	-	-
310.20 Earned Income Taxes/Wage Taxes.....	-	-	-
310.30 Business Gross Receipts Taxes.....	-	-	-
310.40 Occupation Taxes (levied under Act 511).....	-	-	-
310.50 Local Services Tax**.....	-	-	-
310.60 Amusement/Admission Taxes.....	-	-	-
310.70 Mechanical Device Taxes.....	-	-	-
310.90 Other Local Tax Enabling Act/Act 511 Taxes.....	-	-	-
.....			-
.....			-
.....			-
<b>TOTAL TAXES.....</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### LICENSES & PERMITS

320-322 All Other Licenses and Permits.....	-	-	-
321.80 Cable Television Franchise Fees.....	-	-	-
<b>TOTAL LICENSES &amp; PERMITS.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

### FINES & FORFEITS

330-332 Fines and Forfeits.....	-	-	-
<b>TOTAL FINES &amp; FORFEITS.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

### INTEREST, RENTS & ROYALTIES

341.00 Interest Earnings.....	-	245	245
342.00 Rents and Royalties.....	-	-	-
<b>TOTAL INTEREST, RENTS &amp; ROYALTIES.....</b>	<b>-</b>	<b>245</b>	<b>245</b>

\*\*This tax was known as the Occupational Privilege Tax (OPT) prior to 2005 and the Emergency and Municipal Services Tax prior to 2008.



# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

## INTERGOVERNMENTAL REVENUES

### FEDERAL

	Capital Reserve	Special Reserve	Total
351.03 Highways and Streets.....	-	-	-
351.09 Community Development.....	-	-	-
351.00 All Other Federal Capital and Operating Grants.....	-	-	-
352.01 National Forest.....	-	-	-
352.00 All Other Federal Shared Revenue & Entitlements.....	-	-	-
353.00 Federal Payments in Lieu of Taxes.....	-	-	-
<b>TOTAL FEDERAL.....</b>	-	-	-

### STATE

354.03 Highways and Streets.....	-	-	-
354.09 Community Development.....	-	-	-
354.15 Recycling/Act 101.....	-	-	-
354.00 All Other State Capital and Operating Grants.....	-	-	-
355.01 Public Utility Realty Tax (PURTA).....	-	-	-
355.02 - 355.03 Motor Vehicle Fuel Tax (Liquid Fuels Tax) and State Road Turnback.....	-	-	-
355.04 Alcoholic Beverage Licenses.....	-	-	-
355.05 General Municipal Pension System State Aid.....	-	-	-
355.07 Foreign Fire Insurance Tax Distribution.....	-	-	-
355.08 Local Share Assessment/Gaming Proceeds.....	-	-	-
355.09 Marcellus Shale Impact Fee Distribution**.....	-	-	-
355.00 All Other State Shared Revenues & Entitlements.....	-	-	-
356.00 State Payments in Lieu of Taxes.....	-	-	-
<b>TOTAL STATE.....</b>	-	-	-

### LOCAL GOVERNMENT UNITS

357.03 Highways and Streets.....	-	-	-
357.00 All Other Local Governmental Units Capital and Operating Grants.....	-	-	-
358.00 Local Government Unit Shared Payments for Contracted Intergovernmental Services.....	-	-	-
359.00 Local Governmental Units, Authorities Payments and Payments in Lieu of Taxes.....	-	-	-
<b>TOTAL LOCAL GOVERNMENT UNITS.....</b>	-	-	-

\*\* New line item in 2012

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

## REVENUES

### CHARGES FOR SERVICE

	Capital Reserve	Special Reserve	Total
361.00 General Government.....	-	-	-
362.00 Public Safety.....	-	-	-
363.20 Parking.....	-	-	-
363.00 All Other Charges for Highway & Streets Services.....	-	-	-
364.10 Wastewater/Sewage Charges.....	-	-	-
364.30 Solid Waste Collection & Disposal Charge (trash).....	-	-	-
364.60 Host Municipality Benefit Fee for Solid Waste Facility.....	-	-	-
364.00 All Other Charges for Sanitation Services.....	-	-	-
365.00 Health.....	-	-	-
366.00 Human Services.....	-	-	-
367.00 Culture and Recreation.....	-	-	-
368.00 Airports.....	-	-	-
369.00 Bars.....	-	-	-
370.00 Cemeteries.....	-	-	-
372.00 Electric System.....	-	-	-
373.00 Gas System.....	-	-	-
374.00 Housing System.....	-	-	-
375.00 Markets.....	-	-	-
377.00 Transit Systems.....	-	-	-
378.00 Water System.....	-	-	-
379.00 All Other Charges for Service.....	-	-	-
<b>TOTAL CHARGES FOR SERVICE.....</b>	-	-	-

### UNCLASSIFIED OPERATING REVENUES

383.00 Assessments.....	-	-	-
386.00 Escheats (sale of personal property).....	-	-	-
387.00 Contributions & Donations from Private Sectors.....	-	-	-
388.00 Fiduciary Fund Pension Contributions.....			
389.00 All Other Unclassified Operating Revenues***.....	-	-	-
<b>TOTAL UNCLASSIFIED OPERATING REVENUES.....</b>	-	-	-

### OTHER FINANCING SOURCES

391.00 Proceeds of General Fixed Asset Disposition.....	-	-	-
392.00 Interfund Operating Transfers**.....	1,191,662	74,720	1,266,382
393.00 Proceeds of General Long-Term Debt.....	-	-	-
394.00 Proceeds of Short-Term Debt.....	-	-	-
395.00 Refunds of Prior Year Expenditures.....	-	-	-
<b>TOTAL OTHER FINANCING SOURCES.....</b>	1,191,662	74,720	1,266,382

<b>TOTAL REVENUES.....</b>	<b>1,191,662</b>	<b>74,965</b>	<b>1,266,627</b>
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\*\* The total of line 392.00 must match the total of line 492.00

\*\*\* This amount cannot be greater than 1% of "TOTAL REVENUES" in each of the funds.

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

## EXPENDITURES

### GENERAL GOVERNMENT

	Capital Reserve	Special Reserve	Total
400.00 Legislative (Governing) Body.....	-	-	-
401.00 Executive (Manager or Mayor).....	-	-	-
402.00 Auditing Services/Financial Administration.....	-	-	-
403.00 Tax Collection.....	-	-	-
404.00 Solicitor/Legal Services.....	-	-	-
405.00 Secretary/Clerk.....	-	-	-
406.00 Other General Government Administration.....	-	-	-
407.00 IT-Networking Services-Data Processing.....	-	-	-
408.00 Engineering Services.....	-	-	-
409.00 General Government Buildings and Plant.....	-	-	-
<b>TOTAL GENERAL GOVERNMENT.....</b>	-	-	-

### PUBLIC SAFETY

410.00 Police.....	25,099	-	25,099
411.00 Fire.....	10,450	-	10,450
412.00 Ambulance/Rescue.....	-	-	-
413.00 UCC and Code Enforcement.....	-	-	-
414.00 Planning and Zoning.....	-	-	-
415.00 Emergency Management & Communications.....	-	-	-
416.00 Militia and Armories.....	-	-	-
417.00 Examination of Licensed Occupations.....	-	-	-
418.00 Public Scales (weights and measures).....	-	-	-
419.00 Other Public Safety.....	-	-	-
<b>TOTAL PUBLIC SAFETY.....</b>	<b>35,549</b>	-	<b>35,549</b>

### HEALTH AND HUMAN SERVICES

420.00-425.00 Health and Human Services.....	-	-	-
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### PUBLIC WORKS - SANITATION

426.00 Recycling Collection and Disposal.....	-	-	-
427.00 Solid Waste Collection and Disposal (trash).....	-	-	-
428.00 Weed Control.....	-	-	-
429.00 Wastewater/Sewage Collection & Treatment.....	-	-	-
<b>TOTAL PUBLIC WORKS - SANITATION.....</b>	-	-	-

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

## EXPENDITURES

### PUBLIC WORKS - HIGHWAYS & STREETS

	Capital Reserve	Special Reserve	Total
430.00 General Services - Administration.....	-	-	-
431.00 Cleaning of Streets and Gutters.....	-	-	-
432.00 Winter Maintenance - Snow Removal.....	-	-	-
433.00 Traffic Control Devices.....	-	-	-
434.00 Street Lighting.....	-	-	-
435.00 Sidewalks and Crosswalks.....	-	-	-
436.00 Storm Sewers and Drains.....	-	-	-
437.00 Repairs of Tools and Machinery.....	-	-	-
438.00 Maintenance & Repairs of Roads & Bridges.....	-	-	-
439.00 Highway Construction and Rebuilding Projects.....	43,755	-	43,755
<b>TOTAL PUBLIC WORKS - HIGHWAYS &amp; STREETS.....</b>	<b>43,755</b>	<b>-</b>	<b>43,755</b>

### PUBLIC WORKS - OTHER SERVICES

440.00 Airports.....	-	-	-
441.00 Cemeteries.....	-	-	-
442.00 Electric System.....	-	-	-
443.00 Gas System.....	-	-	-
444.00 Markets.....	-	-	-
445.00 Parking .....	-	-	-
446.00 Storm Water and Flood Control.....	-	-	-
447.00 Transit System.....	-	-	-
448.00 Water System.....	-	-	-
449.00 Water Transport and Terminals.....	-	-	-
<b>TOTAL PUBLIC WORKS - OTHER SERVICES.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

### CULTURE AND RECREATION

451.00 Culture-Recreation Administration.....	-	-	-
452.00 Participant Recreation.....	-	-	-
453.00 Spectator Recreation.....	-	-	-
454.00 Parks.....	-	-	-
455.00 Shade Trees.....	-	-	-
456.00 Libraries.....	-	-	-
457.00 Civil and Military Celebrations.....	-	-	-
458.00 Senior Citizens' Centers.....	-	-	-
459.00 All Other Culture and Recreation.....	-	-	-
<b>TOTAL CULTURE AND RECREATION.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

### COMMUNITY DEVELOPMENT

461.00 Conservation of Natural Resources.....	-	-	-
462.00 Community Development and Housing.....	-	-	-
463.00 Economic Development.....	-	-	-
464.00 Economic Opportunity.....	-	-	-
465.00 - 469.00 All Other Community Development.....	-	-	-
<b>TOTAL COMMUNITY DEVELOPMENT.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

## EXPENDITURES

### DEBT SERVICE

	Capital Reserve	Special Reserve	Total
471.00 Debt Principal (short-term and long-term).....	414,100	-	414,100
472.00 Debt Interest (short-term and long-term).....	227,344	-	227,344
475.00 Fiscal Agent Fees.....	-	-	-
<b>TOTAL DEBT SERVICE.....</b>	<b>641,444</b>	<b>-</b>	<b>641,444</b>

### EMPLOYER PAID BENEFITS & WITHHOLDING ITEMS

481.00 Employer Paid Withholding Taxesand Unemployment Compensation.....	-	-	-
482.00 Judgments and Losses.....	-	-	-
483.00 Pension/Retirement Fund Contributions.....	-	-	-
484.00 Worker Compensation Insurance.....	-	-	-
487.00 Group Insurance and Other Benefits.....	-	-	-
<b>EMPLOYER PAID BENEFITS &amp; WITHHOLDING ITEMS.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

### INSURANCE

486.00 Insurance, Casualty, and Surety.....	-	-	-
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### UNCLASSIFIED OPERATING EXPENDITURES

488.00 Fiduciary Fund Benefits and Refunds Paid.....	-	-	-
489.00 All Other Unclassified Expenditures***.....	-	-	-
<b>TOTAL UNCLASSIFIED OPERATING EXPENDITURES.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

### OTHER FINANCING USES

491.00 Refund of Prior Year Revenues.....	-	-	-
492.00 Interfund Operating Transfers**.....	-	-	-
493.00 All Other Financing Uses.....	-	-	-
<b>TOTAL OTHER FINANCING USES.....</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>TOTAL EXPENDITURES.....</b>	<b>720,748</b>	<b>-</b>	<b>720,748</b>
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### EXCESS/DEFICIT OF REVENUES

<b>OVER EXPENDITURES.....</b>	<b>470,914</b>	<b>74,965</b>	<b>545,879</b>
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\*\* The total of line 492.00 must match the total of line 392.00

\*\*\* This amount cannot be greater than 1% of "TOTAL EXPENDITURES" in each of the funds.

# BALANCE SHEET

December 31, 2016

## Enterprise

### ASSETS AND OTHER DEBITS

	Water Fund	Sewer Fund	Sanitation	Total
100-120 Cash and Investments.....	265,079	237,034	39,875	541,988
140-144 Tax Receivable.....	-	-	-	-
121-129				
145-149 Accounts Receivable (excluding taxes).....	-	-	-	-
130 Due From Other Funds.....	-	-	-	-
131-139				
150-159 Other Current Assets.....	-	-	-	-
160-169 Fixed Assets.....	-	-	-	-
180-189 Other Debits.....	-	-	-	-
<b>TOTAL ASSETS AND OTHER DEBITS.....</b>	<b>\$ 265,079</b>	<b>\$ 237,034</b>	<b>\$ 39,875</b>	<b>\$ 541,988</b>

### LIABILITIES AND OTHER CREDITS

210-229 Payroll Taxes and Other Payroll Withholdings.....	-	-	-	-
200-209				
231-239 All Other Current Liabilities.....	210	-	-	210
230 Due To Other Funds.....	-	-	-	-
260-269 Long-Term Liabilities.....	-	-	-	-
240-259 Current Portion of Long-Term Debt & Other Credits...	-	-	-	-
<b>TOTAL LIABILITIES AND OTHER CREDITS.....</b>	<b>210</b>	<b>-</b>	<b>-</b>	<b>210</b>

### FUND AND ACCOUNT GROUP EQUITY

281-284 Contributed Capital.....	-	-	-	-
290 Investment in General Fixed Assets.....	-	-	-	-
270-289 Fund Balance/Retained Earnings on 12/31.....	264,869	237,034	39,875	541,778
291-299 Other Equity.....	-	-	-	-
<b>TOTAL FUND AND ACCOUNT GROUP EQUITY.....</b>	<b>264,869</b>	<b>237,034</b>	<b>39,875</b>	<b>541,778</b>

Total Assets and Other Debits minus Total Liabilities and Other Credits must equal the Total Fund and Account Group Equity.

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

REVENUES		Enterprise			
TAXES		Water Fund	Sewer Fund	Sanitation	Total
301.00	Real Estate Taxes.....	-	-	-	-
305.00	Occupation Taxes (levied under municipal code).....	-	-	-	-
308.00	Residence Taxes (levied by cities of the 3rd Class).....	-	-	-	-
309.00	Regional Asset District Sales Tax (Allegheny County municipalities only).....	-	-	-	-
310.00	Per Capita Taxes.....	-	-	-	-
310.10	Real Estate Transfer Taxes.....	-	-	-	-
310.20	Earned Income Taxes/Wage Taxes.....	-	-	-	-
310.30	Business Gross Receipts Taxes.....	-	-	-	-
310.40	Occupation Taxes (levied under Act 511).....	-	-	-	-
310.50	Local Services Tax**.....	-	-	-	-
310.60	Amusement/Admission Taxes.....	-	-	-	-
310.70	Mechanical Device Taxes.....	-	-	-	-
310.90	Other Local Tax Enabling Act/Act 511 Taxes.....	-	-	-	-
	.....				-
	.....				-
	.....				-
TOTAL TAXES.....		\$ -	\$ -	\$ -	\$ -

LICENSES & PERMITS					
320-322	All Other Licenses and Permits.....	-	-	-	-
321.80	Cable Television Franchise Fees.....	-	-	-	-
TOTAL LICENSES & PERMITS.....		-	-	-	-

FINES & FORFEITS					
330-332	Fines and Forfeits.....	-	-	-	-
TOTAL FINES & FORFEITS.....		-	-	-	-

INTEREST, RENTS & ROYALTIES					
341.00	Interest Earnings.....	-	-	-	-
342.00	Rents and Royalties.....	-	-	-	-
TOTAL INTEREST, RENTS & ROYALTIES.....		-	-	-	-

\*\*This tax was known as the Occupational Privilege Tax (OPT) prior to 2005 and the Emergency and Municipal Services Tax prior to 2008.

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

INTERGOVERNMENTAL REVENUES		Enterprise			
FEDERAL		Water Fund	Sewer Fund	Sanitation	Total
351.03	Highways and Streets.....	-	-	-	-
351.09	Community Development.....	-	-	-	-
351.00	All Other Federal Capital and Operating Grants.....	-	-	-	-
352.01	National Forest.....	-	-	-	-
352.00	All Other Federal Shared Revenue & Entitlements.....	-	-	-	-
353.00	Federal Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL FEDERAL</b> .....		-	-	-	-

STATE					
354.03	Highways and Streets.....	-	-	-	-
354.09	Community Development.....	-	-	-	-
354.15	Recycling/Act 101.....	-	-	10,972	10,972
354.00	All Other State Capital and Operating Grants.....	-	-	-	-
355.01	Public Utility Realty Tax (PURTA).....	-	-	-	-
355.02 - 355.03	Motor Vehicle Fuel Tax (Liquid Fuels Tax) and State Road Turnback.....	-	-	-	-
355.04	Alcoholic Beverage Licenses.....	-	-	-	-
355.05	General Municipal Pension System State Aid.....	-	-	-	-
355.07	Foreign Fire Insurance Tax Distribution.....	-	-	-	-
355.08	Local Share Assessment/Gaming Proceeds.....	-	-	-	-
355.09	Marcellus Shale Impact Fee Distribution**.....	-	-	-	-
355.00	All Other State Shared Revenues & Entitlements.....	-	-	-	-
356.00	State Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL STATE</b> .....		-	-	10,972	10,972

LOCAL GOVERNMENT UNITS					
357.03	Highways and Streets.....	-	-	-	-
357.00	All Other Local Governmental Units Capital and Operating Grants.....	-	-	-	-
358.00	Local Government Unit Shared Payments for Contracted Intergovernmental Services.....	-	-	-	-
359.00	Local Governmental Units, Authorities Payments and Payments in Lieu of Taxes.....	-	-	-	-
<b>TOTAL LOCAL GOVERNMENT UNITS</b> .....		-	-	-	-

\*\* New line item in 2012



# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

REVENUES		Enterprise			
CHARGES FOR SERVICE		Water Fund	Sewer Fund	Sanitation	Total
361.00	General Government.....	-	-	-	-
362.00	Public Safety.....	-	-	-	-
363.20	Parking.....	-	-	-	-
363.00	All Other Charges for Highway & Streets Services.....	-	-	-	-
364.10	Wastewater/Sewage Charges.....	-	1,611,131	-	1,611,131
364.30	Solid Waste Collection & Disposal Charge (trash).....	-	4,800	391,956	396,756
364.60	Host Municipality Benefit Fee for Solid Waste Facility.....	-	-	-	-
364.00	All Other Charges for Sanitation Services.....	-	-	-	-
365.00	Health.....	-	-	-	-
366.00	Human Services.....	-	-	-	-
367.00	Culture and Recreation.....	-	-	-	-
368.00	Airports.....	-	-	-	-
369.00	Bars.....	-	-	-	-
370.00	Cemeteries.....	-	-	-	-
372.00	Electric System.....	-	-	-	-
373.00	Gas System.....	-	-	-	-
374.00	Housing System.....	-	-	-	-
375.00	Markets.....	-	-	-	-
377.00	Transit Systems.....	-	-	-	-
378.00	Water System.....	1,765,211	-	-	1,765,211
379.00	All Other Charges for Service.....	-	-	-	-
<b>TOTAL CHARGES FOR SERVICE.....</b>		<b>1,765,211</b>	<b>1,615,931</b>	<b>391,956</b>	<b>3,773,098</b>

UNCLASSIFIED OPERATING REVENUES					
383.00	Assessments.....	-	-	-	-
386.00	Escheats (sale of personal property).....	-	-	-	-
387.00	Contributions & Donations from Private Sectors.....	-	-	-	-
388.00	Fiduciary Fund Pension Contributions.....				
389.00	All Other Unclassified Operating Revenues***.....	-	-	-	-
<b>TOTAL UNCLASSIFIED OPERATING REVENUES.....</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

OTHER FINANCING SOURCES					
391.00	Proceeds of General Fixed Asset Disposition.....	-	-	-	-
392.00	Interfund Operating Transfers**.....	-	-	-	-
393.00	Proceeds of General Long-Term Debt.....	-	-	-	-
394.00	Proceeds of Short-Term Debt.....	-	-	-	-
395.00	Refunds of Prior Year Expenditures.....	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES.....</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>TOTAL REVENUES.....</b>	<b>1,765,211</b>	<b>1,615,931</b>	<b>402,928</b>	<b>3,784,070</b>
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\*\* The total of line 392.00 must match the total of line 492.00

\*\*\* This amount cannot be greater than 1% of "TOTAL REVENUES" in each of the funds.

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

EXPENDITURES		Enterprise			
GENERAL GOVERNMENT		Water Fund	Sewer Fund	Sanitation	Total
400.00	Legislative (Governing) Body.....	-	-	-	-
401.00	Executive (Manager or Mayor).....	-	-	-	-
402.00	Auditing Services/Financial Administration.....	-	-	-	-
403.00	Tax Collection.....	-	-	-	-
404.00	Solicitor/Legal Services.....	-	-	-	-
405.00	Secretary/Clerk.....	-	-	-	-
406.00	Other General Government Administration.....	-	-	-	-
407.00	IT-Networking Services-Data Processing.....	-	-	-	-
408.00	Engineering Services.....	-	-	-	-
409.00	General Government Buildings and Plant.....	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT.....</b>		-	-	-	-

PUBLIC SAFETY					
410.00	Police.....	-	-	-	-
411.00	Fire.....	-	-	-	-
412.00	Ambulance/Rescue.....	-	-	-	-
413.00	UCC and Code Enforcement.....	-	-	-	-
414.00	Planning and Zoning.....	-	-	-	-
415.00	Emergency Management & Communications.....	-	-	-	-
416.00	Militia and Armories.....	-	-	-	-
417.00	Examination of Licensed Occupations.....	-	-	-	-
418.00	Public Scales (weights and measures).....	-	-	-	-
419.00	Other Public Safety.....	-	-	-	-
<b>TOTAL PUBLIC SAFETY.....</b>		-	-	-	-

HEALTH AND HUMAN SERVICES					
420.00-425.00	Health and Human Services.....	-	-	-	-

PUBLIC WORKS - SANITATION					
426.00	Recycling Collection and Disposal.....	-	-	-	-
427.00	Solid Waste Collection and Disposal (trash).....	-	-	356,736	356,736
428.00	Weed Control.....	-	-	-	-
429.00	Wastewater/Sewage Collection & Treatment.....	-	893,678	-	893,678
<b>TOTAL PUBLIC WORKS - SANITATION.....</b>		-	893,678	356,736	1,250,414

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

EXPENDITURES		Enterprise			
PUBLIC WORKS - HIGHWAYS & STREETS		Water Fund	Sewer Fund	Sanitation	Total
430.00	General Services - Administration.....	-	-	-	-
431.00	Cleaning of Streets and Gutters.....	-	-	-	-
432.00	Winter Maintenance - Snow Removal.....	-	-	-	-
433.00	Traffic Control Devices.....	-	-	-	-
434.00	Street Lighting.....	-	-	-	-
435.00	Sidewalks and Crosswalks.....	-	-	-	-
436.00	Storm Sewers and Drains.....	-	-	-	-
437.00	Repairs of Tools and Machinery.....	-	-	-	-
438.00	Maintenance & Repairs of Roads & Bridges.....	-	-	-	-
439.00	Highway Construction and Rebuilding Projects.....	-	-	-	-
<b>TOTAL PUBLIC WORKS - HIGHWAYS &amp; STREETS.....</b>		-	-	-	-

PUBLIC WORKS - OTHER SERVICES					
440.00	Airports.....	-	-	-	-
441.00	Cemeteries.....	-	-	-	-
442.00	Electric System.....	-	-	-	-
443.00	Gas System.....	-	-	-	-
444.00	Markets.....	-	-	-	-
445.00	Parking .....	-	-	-	-
446.00	Storm Water and Flood Control.....	-	-	-	-
447.00	Transit System.....	-	-	-	-
448.00	Water System.....	740,336	-	-	740,336
449.00	Water Transport and Terminals.....	-	-	-	-
<b>TOTAL PUBLIC WORKS - OTHER SERVICES.....</b>		740,336	-	-	740,336

CULTURE AND RECREATION					
451.00	Culture-Recreation Administration.....	-	-	-	-
452.00	Participant Recreation.....	-	-	-	-
453.00	Spectator Recreation.....	-	-	-	-
454.00	Parks.....	-	-	-	-
455.00	Shade Trees.....	-	-	-	-
456.00	Libraries.....	-	-	-	-
457.00	Civil and Military Celebrations.....	-	-	-	-
458.00	Senior Citizens' Centers.....	-	-	-	-
459.00	All Other Culture and Recreation.....	-	-	-	-
<b>TOTAL CULTURE AND RECREATION.....</b>		-	-	-	-

COMMUNITY DEVELOPMENT					
461.00	Conservation of Natural Resources.....	-	-	-	-
462.00	Community Development and Housing.....	-	-	-	-
463.00	Economic Development.....	-	-	-	-
464.00	Economic Opportunity.....	-	-	-	-
465.00 - 469.00	All Other Community Development.....	-	-	-	-
<b>TOTAL COMMUNITY DEVELOPMENT.....</b>		-	-	-	-

# STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2016

EXPENDITURES		Enterprise			
		Water Fund	Sewer Fund	Sanitation	Total
<b>DEBT SERVICE</b>					
471.00	Debt Principal (short-term and long-term).....	-	-	-	-
472.00	Debt Interest (short-term and long-term).....	-	-	-	-
475.00	Fiscal Agent Fees.....	-	-	-	-
<b>TOTAL DEBT SERVICE</b> .....		-	-	-	-

<b>EMPLOYER PAID BENEFITS &amp; WITHHOLDING ITEMS</b>					
481.00	Employer Paid Withholding Taxes and Unemployment Compensation.....	-	-	-	-
482.00	Judgments and Losses.....	-	-	-	-
483.00	Pension/Retirement Fund Contributions.....	-	-	-	-
484.00	Worker Compensation Insurance.....	-	-	-	-
487.00	Group Insurance and Other Benefits.....	-	-	-	-
<b>EMPLOYER PAID BENEFITS &amp; WITHHOLDING ITEMS</b> .....		-	-	-	-

<b>INSURANCE</b>					
486.00	Insurance, Casualty, and Surety.....	-	-	-	-

<b>UNCLASSIFIED OPERATING EXPENDITURES</b>					
488.00	Fiduciary Fund Benefits and Refunds Paid.....				
489.00	All Other Unclassified Expenditures***.....	-	-	-	-
<b>TOTAL UNCLASSIFIED OPERATING EXPENDITURES</b> .....		-	-	-	-

<b>OTHER FINANCING USES</b>					
491.00	Refund of Prior Year Revenues.....	-	-	-	-
492.00	Interfund Operating Transfers**.....	847,411	679,250	110,000	1,636,661
493.00	All Other Financing Uses.....	-	-	-	-
<b>TOTAL OTHER FINANCING USES</b> .....		847,411	679,250	110,000	1,636,661

<b>TOTAL EXPENDITURES</b> .....		1,587,747	1,572,928	466,736	3,627,411
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<b>EXCESS/DEFICIT OF REVENUES OVER EXPENDITURES</b> .....		177,464	43,003	(63,808)	156,659
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\*\* The total of line 492.00 must match the total of line 392.00

\*\*\* This amount cannot be greater than 1% of "TOTAL EXPENDITURES" in each of the funds.