

**BOROUGH OF CHALFONT  
BUCKS COUNTY, PENNSYLVANIA**

**Financial Report**

**December 31, 2016**

**BOROUGH OF CHALFONT  
BUCKS COUNTY, PENNSYLVANIA**

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**BOROUGH OF CHALFONT  
BUCKS COUNTY, PENNSYLVANIA**

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## **Independent Auditor's Report**

To the Borough Council  
Borough of Chalfont  
Chalfont, Pennsylvania

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Borough of Chalfont, Bucks County, Pennsylvania, as of December 31, 2016, and for the year then ended, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Borough's primary government as listed in the table of contents.

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

The Borough's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of 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.



## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Borough of Chalfont, Bucks County, Pennsylvania, as of December 31, 2016, and the respective changes in financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required information on pages 3 through 12 and 50 through 51 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

### *Other Supplementary Information*

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

DUNLAP & ASSOCIATES, P.C.

Chalfont, Pa.  
April 5, 2017

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

Our discussion and analysis of Chalfont Borough's financial performance provides an overview of the Borough's financial activities for the year ended December 31, 2016. Please read it in conjunction with the Borough's financial statements, which begin on page 13.

**FINANCIAL HIGHLIGHTS**

- Chalfont Borough's net position increased \$1,576,321 or 15.30%, as a result of this year's operations.
- The total cost of all Chalfont Borough's programs for the year ended December 31, 2016, was \$2,596,420 compared to \$2,778,980 for 2015.

**USING THIS REPORT**

This report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities on pages 13-14 provide information about the activities of Chalfont Borough as a whole and present a longer-term view of the Borough's finances. Fund financial statements start on page 15. For governmental activities, these statements tell how the Borough's services were financed in the short-term as well as what remains for future spending. Fund financial statements also report Chalfont Borough's operations in more detail than the government-wide statements by providing information about the Borough's major funds. The remaining statements provide financial information about activities for which the Borough acts solely as a trustee or agent for the benefit of those outside the government.

**Reporting on Chalfont Borough as a Whole**

The Statement of Net Position and Statement of Activities report information about the Borough as a whole and about its activities in a way that helps answer the question of whether or not the Borough is better or worse off as a result of the year's activities. These statements include all assets and deferred outflows, and liabilities and deferred inflows using the accrual basis of accounting, which is similar to the accounting used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. These statements report the Borough's net position and changes in them. The Borough's net position (the difference between assets and deferred outflows, and liabilities and deferred inflows) provide a measurement of the Borough's financial health, or financial position. Over time, increases or decreases in net position are an indicator of whether the Borough's financial health is improving or deteriorating.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

**USING THIS REPORT** (Continued)

**Reporting Significant Funds**

The fund financial statements begin on page 15 and provide detailed information about the most significant funds, not Chalfont Borough as a whole. Some funds are required to be established by State law. However, the Borough Council established many other funds to help it control or manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grant, and other money.

Chalfont Borough's basic services are reported in governmental funds, which focus on how money flows in and out of those funds and the balances left at year-end that are available for spending. These funds are reported using the modified accrual basis of accounting, which measures cash and all other financial assets that can be converted to cash. The governmental fund statements provide a detailed short-term view of the Borough's general government operations and the basic services it provides. Governmental fund information helps to determine whether there are more or fewer financial resources that can be spent in the near future to finance the Borough programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds are described in a reconciliation at the end of fund financial statements.

**The Borough as a Trustee**

Chalfont Borough is the trustee, or fiduciary, for its employees' pension plans. Effective March 28, 2016 Chalfont Borough Police Department merged with Central Bucks Regional Police Department (CBRPD) and on June 30, 2016 all Police Pension Plan assets were transferred to the CBRPD Police Pension Plan. It is also responsible for escrow deposits received from developers, businesses, and individuals for legal and engineering fees. All of the Borough's fiduciary activities are reported in separate Statements of Fiduciary Net Position and Changes in Fiduciary Net Position on pages 21 and 22. These activities are excluded from the Borough's other financial statements because the Borough cannot use these assets to finance its operations. Chalfont Borough is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

**THE BOROUGH AS A WHOLE**

The Statement of Net Position provides an overview of Chalfont Borough's assets, deferred outflows, liabilities, deferred inflows, and net position. Over time, this statement will provide a good indicator of the Borough's fiscal health.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

**THE BOROUGH AS A WHOLE** (Continued)

**Table 1**  
**Net Position**

Account	2016	2015	\$ Change	% Change
Capital Assets	\$ 6,728,456	\$ 6,169,976	\$ 558,480	9.05
Current and Other Assets	6,142,083	5,740,001	402,082	7.00
Total Assets	<u>12,870,539</u>	<u>11,909,977</u>	<u>960,562</u>	8.07
Long-Term Liabilities	547,140	1,009,845	(462,705)	(45.82)
Other Liabilities	454,939	522,989	(68,050)	(13.01)
Total Liabilities	<u>1,002,079</u>	<u>1,532,834</u>	<u>(530,755)</u>	(34.63)
Net Deferred (Inflows)/Outflows	<u>11,031</u>	<u>74,973</u>	<u>(63,942)</u>	
Net Position				
Invested in Capital Assets, Net of Related Debt	6,384,034	5,599,375	784,659	14.01
Restricted	4,533,535	4,374,497	159,038	3.64
Unrestricted	<u>960,922</u>	<u>328,298</u>	<u>632,624</u>	192.70
Total Net Position	<u>\$11,878,491</u>	<u>\$10,302,170</u>	<u>\$ 1,576,321</u>	15.30

The total net position of the Borough shown above is approximately \$11.8 million. Net position increased by 15.3% in 2016.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

**THE BOROUGH AS A WHOLE** (Continued)

**Table 2**  
**Change in Net Position**

Account	2016	2015	\$ Change	% Change
<b>Program Revenues</b>				
General Government	\$ 126,668	\$ 124,636	\$ 2,032	1.63
Police	108,645	108,951	(306)	(0.28)
Fire	38,330	34,030	4,300	12.64
Code Enforcement	256,701	62,357	194,344	311.66
Highway Maintenance	943,282	537,222	406,060	75.59
Traffic Signals & Street Lighting	37,831	143,967	(106,136)	(73.72)
Parks and Recreation	259,244	280,874	(21,630)	(7.70)
Community Development	0	19,417	(19,417)	(100.00)
<b>General Revenues</b>				
Real Estate Taxes	826,079	825,639	440	0.05
Transfer Taxes	133,090	124,549	8,541	6.86
Earned Income Taxes	842,294	726,158	116,136	15.99
Local Services Tax	46,958	53,229	(6,271)	(11.78)
Interest and Rents	189,088	269,989	(80,901)	(29.96)
Gain (Loss) Disposal of Assets	0	(3,938)	3,938	(100.00)
Miscellaneous	50,908	1,125	49,783	4,425.16
<b>Total Revenues (Forwarded)</b>	<b>\$ 3,859,118</b>	<b>\$ 3,308,205</b>	<b>\$ 550,913</b>	<b>16.65</b>

(Table 2 continues on the next page.)

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

**THE BOROUGH AS A WHOLE** (Continued)

**Table 2**  
**Change in Net Position**

Account	2016	2015	\$ Change	% Change
<b>Total Revenues</b> (Forwarded)	<u>\$ 3,859,118</u>	<u>\$ 3,308,205</u>	<u>\$ 550,913</u>	16.65
<b>Program Expenses</b>				
Legislative	13,799	8,078	5,721	70.82)
Executive	280,154	278,840	1,314	0.47
Finance and Tax Collection	122,854	117,758	5,096	4.33
Professional Services	131,369	136,453	(22,250)	-(3.73)
General Government	270,958	293,208	(22,250)	(7.59)
Police	974,462	1,102,744	(128,282)	(11.63)
Fire	147,679	146,891	788	0.54
Code Enforcement	75,285	61,211	14,074	22.99
Highway Maintenance	410,438	476,551	(66,113)	(13.87)
Snow and Ice Removal	39,040	47,066	(8,026)	(17.05)
Traffic Signals & Street Lighting	21,844	6,249	15,595	249.56
Parks and Recreation	108,538	84,514	24,024	28.43
Community Development	<u>0</u>	<u>19,417</u>	<u>19,417</u>	(100.0)
<b>Total Expenses</b>	<u>2,596,420</u>	<u>2,778,980</u>	<u>(182,560)</u>	(6.57)
<b>Excess before other sources</b>	1,262,698	529,225	733,473	138.59
Special Items	<u>313,623</u>	<u>0</u>	<u>313,623</u>	100.00
<b>Changes in Net Position</b>	<u>\$ 1,576,321</u>	<u>\$ 529,225</u>	<u>\$ 1,047,096</u>	197.85

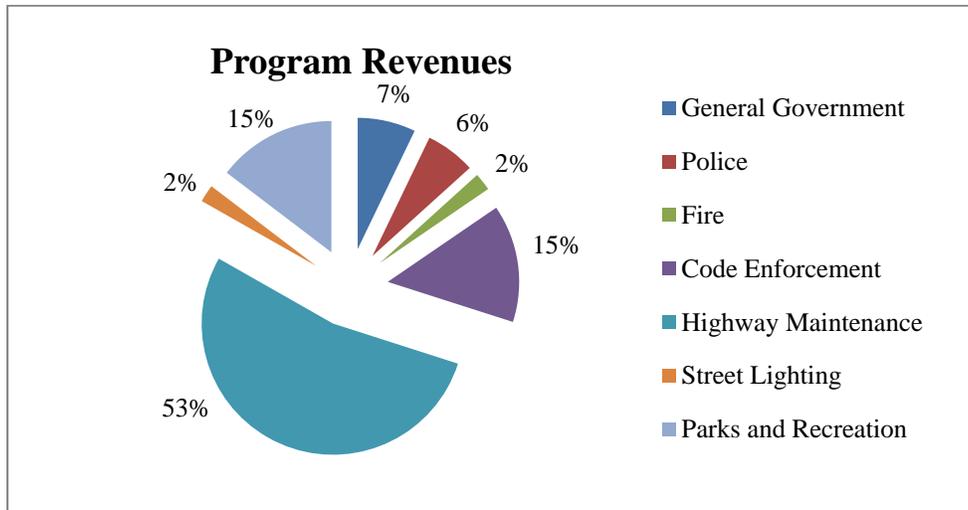
**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

**THE BOROUGH AS A WHOLE** (Continued)

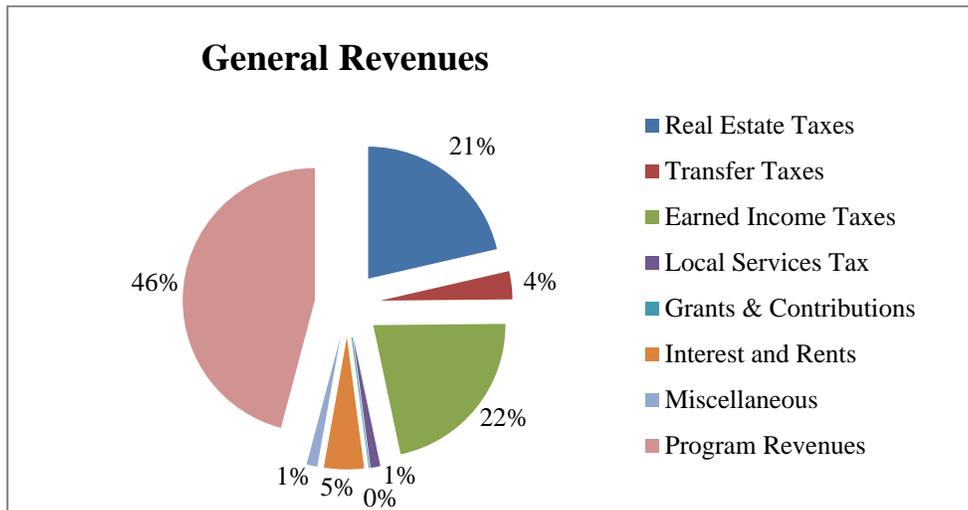
**Revenue Overview**

In 2016, the general millage of 15.25, fire tax at 1.25 mills and the ambulance at 0.50 mills remained unchanged. Total revenues increased 16.65% or \$550,913 from the prior year. This increase in revenue is due to the fact that the Borough received several large grants, a large building permit and due to an increase in Earned Income Taxes.

**Figure 1**



**Figure 2**



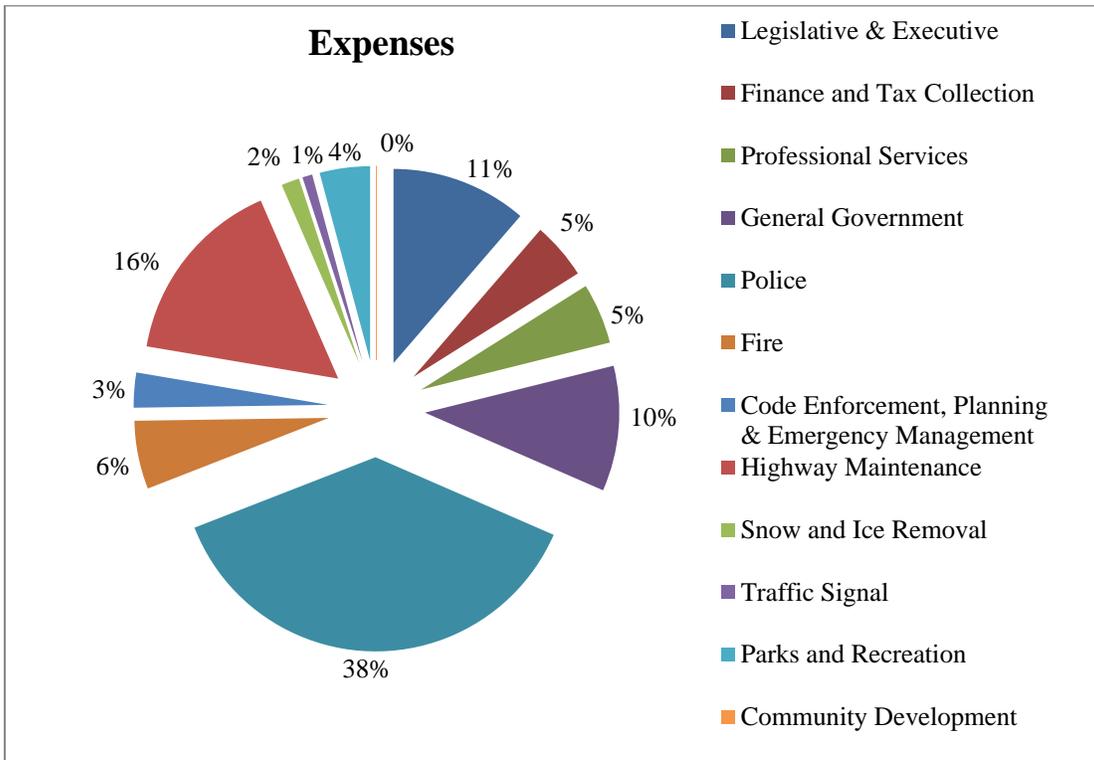
**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

**THE BOROUGH AS A WHOLE** (Continued)

**Expense Overview**

Total expenses in all categories were \$2,596,420. The largest areas of expense were Police and General Government. Expenses decreased \$182,560 or (6.57)% from the prior year.

**Figure 3**



**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

**ITEMS OF GENERAL INTEREST**

**Water**

Residents and businesses of the Borough are served by Aqua Pennsylvania.

**Waste Water**

Residents and businesses of the Borough are principally served by the Chalfont New Britain Township Joint Sewer Authority (CNBTJSA) and on-lot sewage disposal systems. The Council appoints three members of the six-member Board of the CNBTJSA. The CNBTJSA operates as a separate business entity. The Borough has no financial or management control of the sewer authorities other than that noted above.

**Sanitation**

In March 2013, the Borough contracted with Advanced Disposal to provide for trash pickup for Chalfont Borough residents. The contract has a June 1<sup>st</sup> renewal date and Advance Disposal bills and collects for this service. In 2016, the standard contract rate was \$252.78 per household per year. Household trash is picked up once a week on Friday. Residents may dispose of six bags of trash and yard waste per pick up, plus one bulk item per week. The recycling pickup day is every Friday, plus there are one spring and three fall leaf collection days.

**Fire and Ambulance**

Residents and businesses of the Borough are served by the Chalfont Fire Company, Dublin Fire Company, Warrington Fire Company, Doylestown Fire Company, and Hilltown Fire Company in designated districts. There are mutual aid agreements and central dispatching throughout the area. The Chalfont Ambulance separated from the Chalfont Fire Company several years ago and is now called Chalfont Emergency Medical Services (EMS). The EMS provides ambulance services, as do Central Bucks Ambulance, Warrington Ambulance, VMSC, and Hilltown QRS. Chalfont Fire Company receives 1.25 mills Fire Protection Tax, and Chalfont EMS receives .50 mills for protection services. Additionally, Council approved distributing 25% of Local Services Tax receipts to the EMS and 25% to the Chalfont Fire Company. The Borough had no other financial or management control of the fire companies or ambulance services.

**Public Facilities**

The Borough owns eight neighborhood parks along with scattered open space parcels. The Borough municipal building is located at 40 North Main Street and houses both administration and police operations. The original building was built in 1925, with an addition built in 1997, and is generally in good condition. The public works department is located at 500 North Main Street and has several serviceable garages and storage buildings. The Borough also owns 101 N. Main Street, which was purchased in 2014 and is planned to be converted into a parking lot and commercial use this year. Effective March 28, 2016 Chalfont Borough Police Department merged with Central Regional Police Department (CBRPD). CBRPD is located at 57 W. Court Street, Doylestown, PA 18901.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Management's Discussion and Analysis (Unaudited)**  
**Year Ended December 31, 2016**

**ANALYSIS OF INDIVIDUAL FUNDS**

**Capital Reserve Fund**

This fund was set up a number of years ago to account for funds set aside for capital projects. In 2001, the Borough sold its water department to Philadelphia Suburban Water, now called Aqua Pennsylvania. The proceeds of approximately \$4.2 million were put into this fund to be used for capital improvements. Currently the Borough is using the interest from this money to help balance the budget.

**Other Funds**

This category includes Fire Tax, Liquid Fuels, Recreation, Equipment and Grant Funds. Each of these funds had routine and unremarkable results during 2016, with the exception of the recreation fund which had a large developer recreation fee deposited .

**Pension Plans**

Effective March 28, 2016 Chalfont Borough Police Department merged with Central Bucks Regional Police Department (CBRPD) and on June 30, 2016 all Police Pension Plan assets were transferred to the CBRPD Police Pension Plan. Fulltime Non-Uniform Borough employees participate in Non-Uniformed Defined Contribution Pension Plan. The Borough's pension investments advisor is InR Advisory Services, LLC. The Borough also furnishes an IRS Section 457 deferred compensation retirement plan to its employees. Six current employees participate in the plan.

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

The Borough has \$6,384,034 invested in Capital Assets, Net of Related Debt. Infrastructure assets acquired prior to January 1, 2004, and the related accumulated depreciation and depreciation expense are not included in this report.

**Discussion of Future Plans**

The Borough plans a reconstruction streets program every other year. The next scheduled project is the repaving of Pennsylvania and Taft Streets during 2017. In 2017, due to Aqua PA main replacement projects, additional road reconstruction projects will occur on Chestnut Street, Meadowbrook Lane, Fairview Avenue, and Oak Avenue. This additional work will continue into 2018.

Additionally, the Borough has received approval on several grant projects from federal, state and local government units. These grants will be used to fund the installation of a public parking lot and rehabilitation of the historic building owned by the Borough at 101 N. Main Street. Construction for this project will likely begin in 2017 and be completed in 2018.

While specific sites have to be finalized, it is expected that additional open space land will be acquired or controlled under the land preservation programs and development agreements. In certain cases, donors of conservation easements or land can receive personal income tax credits for the value of their donation. The Borough will pursue such donations in the coming years, in addition to its other preservation efforts.

**BOROUGH OF CHALFONT  
BUCKS COUNTY, PA  
Management's Discussion and Analysis (Unaudited)  
Year Ended December 31, 2016**

**CONTACTING THE BOROUGH'S FINANCIAL MANAGEMENT TEAM**

This Management Discussion and Analysis is intended to provide our citizens, taxpayers, customers, investors and creditors with a general, plain English overview of important financial matters. For questions on the Discussion and Analysis, please contact Borough Manager/Borough Treasurer, Sandra Zadell at 215-822-7295, extension 201.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Statement of Net Position**  
**December 31, 2016**

**Assets**

Current Assets

Cash	\$ 1,537,065
Investments	4,244,528
Grants and Other Receivables	40,936
Taxes Receivable	319,554
Total Current Assets	6,142,083

Noncurrent Assets

Net Capital Assets	6,728,456
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**Total Assets**

12,870,539

**Deferred Outflows of Resources**

Accumulated Decrease in Value of Hedging Derivative	13,175
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**Liabilities**

Current Liabilities

Current Portion of General Obligation Note Payable	38,513
Accounts Payable and Accrued Expenses	72,301
Escrow Deposits	344,125
Total Current Liabilities	454,939

Noncurrent Liabilities

General Obligation Note Payable	305,909
Permit Deposit	195,671
Accrued Compensated Absences and Severance Pay	33,385
Fair Value of Interest Rate Swap	13,175
Total Noncurrent Liabilities	548,140

**Total Liabilities**

1,003,079

**Deferred Inflows of Resources**

Deferred Rental Receipts	2,144
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**Net Position**

Invested in Capital Assets, Net of Related Debt	6,384,034
Restricted for	
Capital Projects	4,276,651
Other Purposes	256,884
Unrestricted	960,922
<b>Total Net Position</b>	<b>\$ 11,878,491</b>

See Notes to Financial Statements.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Statement of Activities**  
**Year Ended December 31, 2016**

Functions/Programs	Expenses	Program Revenue			Net (Expense)
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Changes in Net Assets
					Governmental Activities
<b>Governmental Activities</b>					
<b>General Government</b>					
Legislative	\$ 13,799	\$ 0	\$ 0	\$ 0	\$ (13,799)
Executive	280,154	0	0	0	(280,154)
Finance and Tax Collection	122,854	29,364	0	0	(93,490)
Professional Services	131,369	0	0	0	(131,369)
General Government	270,958	94,642	2,662	0	(173,654)
<b>Public Safety</b>					
Police	974,462	16,777	91,868	0	(865,817)
Fire	147,679	5,200	33,130	0	(109,349)
Code, Planning and Zoning	75,285	256,701	0	0	181,416
<b>Highways</b>					
Highway Maintenance	410,438	4,842	126,025	797,966	518,395
Snow and Ice Removal	39,040	0	14,449	0	(24,591)
Traffic Signals and Street Lighting	21,844	0	0	37,831	15,987
Parks and Recreation	108,538	0	202,521	56,723	150,706
<b>Total Governmental Activities</b>	<b>\$ 2,596,420</b>	<b>\$ 407,526</b>	<b>\$ 470,655</b>	<b>\$ 892,520</b>	<b>\$ (825,719)</b>
<b>General Revenues</b>					
					826,079
Real Estate Taxes					133,090
Real Estate Transfer Taxes					842,294
Earned Income Taxes					46,958
Local Services Taxes					189,088
Investment Income and Rents					50,908
Miscellaneous					<u>2,088,417</u>
Total General Revenues					
<b>Special Items</b>					
Contribution of Net Capital Assets, Net of Related Debt, to CBRPD					(99,929)
Transfer of Compensated Absence Liability					37,210
Gain on Dissolution of Police Pension Plan					<u>376,342</u>
Total Special Items					<u>313,623</u>
Change in Net Position					1,576,321
Net Position, Beginning of Year					<u>10,302,170</u>
Net Position, End of Year					<u>\$ 11,878,491</u>

See Notes to Financial Statements.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Balance Sheet**  
**Governmental Funds**  
**December 31, 2016**

	<u>General Fund</u>	<u>Capital Reserve Fund</u>	<u>Grant Fund</u>
<b>Assets</b>			
Cash	\$ 1,239,639	\$ 0	\$ 0
Investments	0	4,244,528	0
Grants and Other Receivables	9,991	0	30,945
Taxes Receivable	317,935	0	0
Due from (to) Other Funds	40,736	(10,038)	(30,945)
	<u>40,736</u>	<u>(10,038)</u>	<u>(30,945)</u>
<b>Total Assets</b>	<b><u>\$ 1,608,301</u></b>	<b><u>\$ 4,234,490</u></b>	<b><u>\$ 0</u></b>
 <b>Liabilities and Fund Balances</b>			
<b>Liabilities</b>			
Accounts Payable	\$ 53,783	\$ 0	\$ 0
Accrued Wages and Payroll Withholdings	15,001	0	0
Due to Other Governments	3,270	0	0
Escrow Deposits	344,125	0	0
Total Liabilities	<u>416,179</u>	<u>0</u>	<u>0</u>
 <b>Deferred Inflows of Resources</b>			
Deferred Tax Receipts	198,004	0	0
	<u>198,004</u>	<u>0</u>	<u>0</u>
 <b>Fund Balances</b>			
Restricted	0	0	0
Committed	0	4,234,490	0
Unassigned	994,118	0	0
Total Fund Balances	<u>994,118</u>	<u>4,234,490</u>	<u>0</u>
<b>Total Liabilities and Fund Balances</b>	<b><u>\$ 1,608,301</u></b>	<b><u>\$ 4,234,490</u></b>	<b><u>\$ 0</u></b>

See Notes to Financial Statements.

Nonmajor Governmental Funds	Total Governmental Funds
\$ 297,426	\$ 1,537,065
0	4,244,528
0	40,936
1,619	319,554
<u>247</u>	<u>0</u>
<u><u>\$ 299,292</u></u>	<u><u>\$ 6,142,083</u></u>

\$ 247	\$ 54,030
0	15,001
0	3,270
0	344,125
<u>247</u>	<u>416,426</u>

<u>1,619</u>	<u>199,623</u>
--------------	----------------

74,760	74,760
222,666	4,457,156
0	994,118
<u>297,426</u>	<u>5,526,034</u>
<u><u>\$ 299,292</u></u>	<u><u>\$ 6,142,083</u></u>

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Reconciliation of Total Governmental Fund Balances to**  
**Net Assets of Governmental Activities**  
**December 31, 2016**

Total Governmental Fund Balances	\$ 5,526,034
Amounts Reported for Governmental Activities in the Statement of Net Assets Are Different Because	
Capital Assets Used in Governmental Activities Are Not Financial Resources, and Therefore Not Reported in Funds, Net of Accumulated Depreciation of \$2,425,097.	6,728,456
Other Long-Term Assets Are Not Available to Pay Current Period Expenditures, and Therefore Are Deferred in the Funds.	
Taxes Receivable	197,479
Deferred Outflows of Resources Are Not Available in the Current Period	
Accumulated Decrease in the Fair Value of Interest Rate Swap	13,175
Long-Term Liabilities Are Not Due and Payable in the Current Period, and Therefore Are Not Reported in the Funds.	
General Obligation Notes Payable	(344,422)
Accrued Compensated Absences and Severance Pay	(33,385)
Permit Deposit	(195,671)
Fair Value of Interest Rate Swap	<u>(13,175)</u>
Net Assets of Governmental Activities	<u><u>\$ 11,878,491</u></u>

See Notes to Financial Statements.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**Governmental Funds**  
**Year Ended December 31, 2016**

	<u>General Fund</u>	<u>Capital Reserve Fund</u>	<u>Grant Fund</u>
<b>Revenues</b>			
Taxes	\$ 1,702,875	\$ 0	\$ 0
Intergovernmental	153,593	0	568,274
Fines, Licenses and Permits	111,419	0	0
Charges for Services	276,778	0	0
Investment Income and Rents	257,919	(69,405)	0
Miscellaneous	51,026	0	0
Total Revenues	<u>2,553,610</u>	<u>(69,405)</u>	<u>568,274</u>
<b>Expenditures</b>			
General Government	581,696	0	0
Public Safety	1,149,951	0	0
Public Works	342,272	0	0
Parks and Recreation	9,454	0	0
Debt Service - Principal	11,000	0	0
Debt Service - Interest	8,476	0	0
Capital Expenditures	141,725	0	568,274
Miscellaneous Governmental	46,056	0	0
Total Expenditures	<u>2,290,630</u>	<u>0</u>	<u>568,274</u>
Excess (Deficiency) of Revenues Over Expenditures			
Before Other Financing Sources (Uses)	<u>262,980</u>	<u>(69,405)</u>	<u>0</u>
Other Financing Sources (Uses)			
Proceeds from Issuance of Long-Term Note	35,508	0	0
Transfers In (Out)	(47,400)	0	0
Total Other Financing Sources (Uses)	<u>(11,892)</u>	<u>0</u>	<u>0</u>
Net Change in Fund Balances	251,088	(69,405)	0
Fund Balances			
Beginning of Year	<u>743,030</u>	<u>4,303,895</u>	<u>0</u>
End of Year	<u>\$ 994,118</u>	<u>\$ 4,234,490</u>	<u>\$ 0</u>

Nonmajor Governmental Funds	Total Governmental Funds
\$ 85,433	\$ 1,788,308
115,802	837,669
0	111,419
0	276,778
574	189,088
202,521	253,547
<u>404,330</u>	<u>3,456,809</u>
0	581,696
85,504	1,235,455
83,127	425,399
12,205	21,659
17,086	28,086
1,341	9,817
23,724	733,723
0	46,056
<u>222,987</u>	<u>3,081,891</u>
<u>181,343</u>	<u>374,918</u>
0	35,508
47,400	0
<u>47,400</u>	<u>35,508</u>
228,743	410,426
<u>68,683</u>	<u>5,115,608</u>
<u>\$ 297,426</u>	<u>\$ 5,526,034</u>

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Reconciliation of the Net Changes in Fund Balances of**  
**Governmental Funds to the Statement of Activities**  
**Year Ended December 31, 2016**

Net Change in Fund Balances - Total Governmental Funds	\$ 410,426
 Amounts Reported for Governmental Activities in the Statement of Activities Are Different Because	
Governmental Funds Report Capital Outlays As Expenditures. However, in the Statement of Activities, the Cost of Those Assets Is Allocated Over Their Estimated Useful Lives as Depreciation Expense. This Is the Amount By Which Capital Outlays of \$733,723 and Dedicated Infrastructure of \$322,985, Exceeded Depreciation Expense of \$325,227 and Disposal of Capital Assets with a Book Value of \$118 in the Current Year.	731,363
Revenues in the Funds That Provide Current Financial Resources Are Not Reported As Revenues in the Statement of Activities	
Taxes Receivable	60,113
Governmental Funds Report General Obligation Note Proceeds as Current Financial Resources. In Contrast, the Statement of Activities Treats Such Issuance of Debt as a Liability.	(35,508)
Repayment of Permit Deposit that Reduces Long-Term Liabilities in the Statement of Net Assets	19,329
Repayments of Note Payable Principal Are Expenditures in the Governmental Funds, but the Repayments Reduce Liabilities in the Statement of Net Assets.	28,086
Some Expenses Reported in the Statement of Activities Do Not Require the Use of Current Financial Resources, and Therefore Are Not Reported As Expenditures in Governmental Funds	
Accrued Compensated Absences and Severance Pay	86,099
Special Items Resulting from the Transfer of Police Operations to the CBRPD	
Contribution of Net Capital Assets, Net of Related Debt	(99,929)
Gain on Dissolution of Police Pension Plan	376,342
	376,342
Change in Net Assets of Governmental Activities	\$ 1,576,321

See Notes to Financial Statements.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Statement of Fiduciary Net Position**  
**Pension Trust Funds**  
**December 31, 2016**

**Assets**

Investments \$ 543,440

**Liabilities** 0

**Net Position**

Held in Trust for Pension Benefits \$ 543,440

See Notes to Financial Statements.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Statement of Changes in Fiduciary Net Position**  
**Pension Trust Funds**  
**Year Ended December 31, 2016**

Additions	
Contributions	
Employer (Borough)	\$ 32,503
Plan Members	14,204
Total Contributions	<u>46,707</u>
Investment Income	
Net Appreciation in Fair Value of Investments	79,245
Less Investment Expense	2,118
Net Investment Income	<u>77,127</u>
Total Additions	<u>123,834</u>
Deductions	
Benefits	54,539
Administrative Expense	5,671
Transfer to CBRPD Pension Plan	1,161,214
Total Deductions	<u>1,221,424</u>
Decrease in Net Position	(1,097,590)
Net Position, Held in Trust	
Beginning of Year	<u>1,641,030</u>
End of Year	<u><u>\$ 543,440</u></u>

See Notes to Financial Statements.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies**

The Borough of Chalfont was incorporated in 1901 in Bucks County, Pennsylvania. In 1976, the Borough elected to be governed under provisions of a Home Rule Charter. The Borough operates under a council form of government and provides the following services as authorized by its charter: public safety (police and fire), highways and streets, culture - recreation, public improvements, planning and zoning, and general and administrative services. For financial reporting purposes, in accordance with Government Accounting Standards Board (GASB) Statement 14, the Borough includes all funds that are part of the financial reporting entity.

The Borough's statements are prepared in compliance with GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*. Significant aspects of the Statement include the following:

- A Management Discussion and Analysis (MD&A) section providing an analysis of the Borough's overall financial position and changes in financial position.
- Financial statements prepared using full accrual accounting for all of the Borough's activities, including infrastructure (roads, bridges, etc.).
- A focus on major funds in the fund financial statements.

**A. Reporting Entity**

**Sewage Treatment Services** - The Borough of Chalfont and the Township of New Britain have joined to form the Chalfont-New Britain Joint Sewer Authority. The Authority is governed by a six-member board. Members of the board are appointed equally by the governing boards of the Borough and the Township, with three members from each municipality.

The Authority's governing board is solely responsible for all decisions made in the operation of the Authority. Additionally, the Authority is responsible for all its financial transactions and neither the Borough nor the Township has authorization to approve any such transactions.

**Police Services** – Effective March 28, 2016, the Borough joined with two neighboring municipalities to form the Central Bucks Regional Police Department (CBRPD). The CBRPD provides local police services to all participating municipalities (see Note 17). The costs to operate the CBRPD are funded by contributions from each municipality. The percentage share from each is based on total population, average number of calls and crimes, and total road miles. The Borough contributed \$667,915 for 2016.

The CBRPD is governed by a six-member board. Members of the board are appointed equally by the governing boards of the three municipalities, with two members from each municipality. The CBRPD's governing board is solely responsible for all decisions made in the operation of the department.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**A. Reporting Entity (Continued)**

Based upon the above factors, it has been concluded that the Borough has no oversight responsibility for the Authority or CBRPD. Accordingly, their financial statements have been excluded from the reporting entity.

**B. Basis of Presentation**

The accounts of the Borough are organized on the basis of funds, 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/expenses. 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 are grouped, in the financial statements in this report, into three generic fund types and two broad fund categories as described in Note 1C.

**C. Basis of Accounting**

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the non-fiduciary activities of the primary government. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which primarily rely on fees and charges for support. Fiduciary funds are also excluded from the government-wide financial statements.

The government-wide statements are prepared using the economic resources measurement focus and the accrual basis of accounting. This differs from the manner in which governmental fund financial statements are prepared. Therefore, governmental fund financial statements include reconciliations with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**C. Basis of Accounting (Continued)**

**GOVERNMENT-WIDE FINANCIAL STATEMENTS (Continued)**

The government-wide Statement of Activities presents a comparison between expenses, both direct and indirect, and program revenues for each governmental program. Direct expenses are those that are specifically associated with a service, program, or department and are, therefore, clearly identifiable to a particular function. Indirect expenses for centralized services and administrative overhead are allocated among the programs, functions, and segments using a full cost allocation approach and are presented separately to enhance comparability of direct expenses between governments that allocate direct expenses and those that do not. Program revenues include charges paid by the recipients of the goods or services offered by the programs and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues not classified as program revenues are presented as general revenues. The comparison of program revenues and expenses identifies the extent to which each program is self-financing or draws from the general revenues of the Borough.

Net position should be reported as restricted when constraints placed on net position use are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. The net position restricted for other purposes result from special revenue funds and the restrictions on their net position use.

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

**FUND FINANCIAL STATEMENTS**

Fund financial statements report detailed information about the Borough. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. Non-major funds are aggregated and presented in a single column.

**GOVERNMENTAL FUNDS**

Governmental funds utilize the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable. General property and other taxes, and investment earnings are recorded as earned (when they are measurable and available). The Borough considers property and earned income taxes as available if they are collected 60 days after year end. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for debt service and other long-term obligations which are recognized when paid.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**C. Basis of Accounting (Continued)**

**GOVERNMENTAL FUNDS (Continued)**

**General Fund** - The General Fund is the general operating fund of the Borough and is always classified as a major fund. It is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds** - Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. The reporting entity includes the following special revenue funds:

Fund	Description	Major Fund?
Liquid Fuels	Accounts for revenues and expenditures of state liquid fuels grant funds	No
Fire Tax	Accounts for revenues and expenditures of fire protection tax funds	No
Recreation	Accounts for tax money received for recreational activities	No

**Capital Projects Funds**

Capital projects funds are used to account for financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Fund	Description	Major Fund?
Capital Reserve	Accounts for financial resources to be used for the acquisition and construction of capital assets and facilities	Yes
Equipment	Accounts for funds received for the purchase of equipment	No
Grant	Accounts for grant revenues and the related expenditures for various Borough projects	Yes

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**C. Basis of Accounting (Continued)**

**FIDUCIARY FUNDS**

The Borough currently has one fiduciary fund, which is a pension trust fund (Non-Uniform). The Police Pension Fund assets were transferred to the CBRPD in June 2016. This fund is used to account for assets held by the Borough in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Pension Trust Funds are custodial in nature and do not involve measurement of results of operations. The accrual basis of accounting is used to recognize receivables and payables.

**D. Cash Equivalents**

For reporting purposes, the Borough considers all money market funds and certificates of deposit with maturities of three months or less to be cash equivalents.

**E. Investments**

Investments in debt and equity securities with readily determinable fair market values are recorded at fair value, as required by Government Accounting Standards Board (GASB) Statement No. 72, *Fair Value Measurement and Application*. Realized and unrealized gains and losses are recorded in the statement of activities, statement of revenues, expenditures, and changes in fund balances as revenue (governmental activities), and on the statement of changes in fiduciary net position (fiduciary funds).

**F. Interfund Transactions**

As a result of its operations, the Borough has a variety of transactions between funds. Accordingly, to the extent that certain interfund transactions have not been paid or received as of December 31, 2016, appropriate interfund receivables or payables have been established.

**G. Allowance for Uncollectible Accounts**

No allowance for uncollectible accounts has been provided since management considers all accounts to be collectible. The Borough is permitted to lien a resident's property if the resident does not remit payment.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**H. Capital Assets**

The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

**Government-wide Statements**

In the government-wide financial statements, fixed assets are accounted for as capital assets. All capital assets are valued at historical cost or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. Infrastructure costs incurred prior to January 1, 2003, have not been and are not required to be capitalized.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is shown below.

<u>Classifications</u>	<u>Years</u>
Land and Park Improvements	20
Buildings and Improvements	10-40
Vehicles	5-10
Machinery and Equipment	3-10
Furniture	10
Infrastructure	20-40

**Fund Financial Statements**

In the fund financial statements, fixed assets used in governmental fund operations are accounted for as capital expenditures of the governmental fund upon acquisition.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**I. Compensated Absences**

The Borough's vacation policy for employees encourages the use of all vacation days during the calendar year. Employees can earn up to four weeks vacation each year depending on their length of continuous service, and vacation time can be taken to the next year, but must be used within 120 days. Upon retirement or termination, accumulated vacation leave is paid at 100% of the respective employee's pay rate.

Full time employees are entitled to up to 72 hours of sick leave per year. Part-time employees receive sick leave on a pro-rated basis. Sick time can be carried forward and accumulated from year to year; however, no payment for sick time is made upon termination.

The Borough is liable to employees in the amount of \$8,522 for vested vacation pay at December 31, 2016.

**J. Equity Classifications**

**Government-Wide Statements**

Equity is classified as net position and displayed in three components:

1. **Invested in capital assets, net of related debt** - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. **Restricted net position** - Consists of net assets with constraints placed on the use either by a) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or b) law through constitutional provisions or enabling legislation.
3. **Unrestricted net position** - All other net position that do not meet the definition of "restricted" or "invested in capital assets, net of related debt".

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**J. Equity Classifications (Continued)**

**Fund Statements**

Governmental fund equity is classified as fund balance. Fund balance is further classified as follows:

Nonspendable – includes amounts that cannot be spent because they are not in spendable form or they are legally or contractually required to be kept intact. The Borough did not have any nonspendable fund balances at December 31, 2016.

Restricted – includes amounts that are restricted for specific purposes by constitutional provisions, enabling legislation, or externally imposed constraints.

Committed – includes amounts that can only be used for specific purposes with constraints that are established by a formal action of the Borough Council. The constraint can only be changed or removed by another formal action of the Council. The Borough's fund balance policy requires passage of a Resolution or an Ordinance by the Council in order to set aside funds as Committed.

Assigned – includes amounts that are constrained by the Borough's intent to be used for specific purposes, but are neither restricted nor committed. Assigned balances include all remaining government fund amounts, other than the General Fund, that are not classified as nonspendable, restricted or committed, and are intended for a specific purpose. The intent is expressed by the Council, or an individual to whom the Council has designated authority. The Borough's fund balance policy grants this authority to the Borough Manager and Finance Director, as well as the Borough Council. The Borough did not have any assigned fund balances at December 31, 2016.

Unassigned – this amount is the residual classification for the General Fund, and any negative fund balances in other governmental funds. Other governmental funds cannot report any positive unassigned amounts.

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first. When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications can be used, committed amounts should be reduced first, followed by assigned amounts, then unassigned amounts.

The Borough does not currently have a formal minimum fund balance policy.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**K. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflow of resources*, represents a consumption of net position that applies to a future period and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Borough has one type of this item that qualifies for reporting in this category.

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflow of resources*, represents an acquisition of net position that applies to a future period and so will *not* be recognized as an inflow of resources (revenue) until then. The Borough has one type of this item that qualifies for reporting in this category. Accordingly, this item, *unavailable revenue*, is reported in the governmental funds balance sheet. The governmental funds report unavailable revenue from three sources: property taxes, earned income taxes and local services taxes. The government wide statement does not report unavailable revenues.

**L. Stewardship, Compliance, and Accountability**

**Budgetary Data**

The following procedures are used by the Borough in establishing budgetary data, which is reflected in the financial statements.

1. The Borough prepares and advertises a proposed budget at least ten days before the budget is adopted.
2. Public hearings are conducted to obtain comments from taxpayers regarding the proposed budget.
3. The budget is formally adopted by the Council members prior to December 31.
4. Amendments may be approved by the Council during the year.

**Excess of Expenditures Over Appropriations**

The Borough has presented budget to actual comparisons for the General Fund. For the year ended December 31, 2016, expenditures exceeded appropriations in the public safety, highways, parks and recreation, and capital expenditures categories of the general fund by \$300,075. These over expenditures were funded by greater than anticipated revenues and loan proceeds.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**1. Summary of Significant Accounting Policies (Continued)**

**M. Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**2. Cash and Investments**

Cash and investments as of December 31, 2016, are classified in the accompanying financial statements as follows:

Statement of Net Position:	
Cash	\$ 1,537,065
Investments	4,244,528
Statement of Fiduciary Net Position:	
Investments	<u>543,440</u>
Total Cash and Investments	<u>\$ 6,325,033</u>

Cash and investments as of December 31, 2016, consist of the following:

Cash on Hand	\$ 250
Deposits with Financial Institutions	1,536,815
Investments	<u>4,787,968</u>
Total Cash and Investments	<u>\$ 6,325,033</u>

**A. Cash Deposits**

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Borough's deposits may not be returned. The Borough does not have a deposit policy for custodial credit risk; however, all Borough deposits are entirely insured or collateralized under a pooled asset program to secure public deposits, in accordance with Act 72 of the Commonwealth of Pennsylvania. As of December 31, 2016, \$1,317,066 of the Borough's bank balance of \$1,567,066 was uninsured, but collateralized by securities held by the bank or by its trust department or agent but not in the Borough's name.

**BOROUGH OF CHALFONT  
BUCKS COUNTY, PA  
Notes to Financial Statements  
December 31, 2016**

**2. Cash and Investments (Continued)**

**B. Investments**

At December 31, 2016, the Borough's investments consisted of the following:

Governmental Funds:	
Asset-Backed Securities	
Federal Home Loan Mortgage Association	\$ 1,585,567
Federal National Mortgage Association	1,668,651
Government National Mortgage Association	627,930
Money Market Funds	362,380
	4,244,528
Fiduciary Funds:	
Fixed Income Mutual Funds	150,979
Equity Mutual Funds	392,461
	543,440
Total Investments	\$ 4,787,968

**Investments Authorized by the Borough's Home Rule Charter**

The Borough's Home Rule Charter authorizes the Borough to invest governmental funds in the following:

1. Direct obligations of the United States government, including United States treasury bills.
2. Obligations of the United States government agencies or instrumentalities backed by the full faith and credit of the United States.
3. Direct obligations of the Commonwealth of Pennsylvania.
4. Obligations of any agency or instrumentalities of the Commonwealth of Pennsylvania backed by the full faith and credit of the Commonwealth.
5. Obligations of any political subdivision of the Commonwealth of Pennsylvania or any of its agencies or instrumentalities backed by the full faith and credit of the political subdivision.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**2. Cash and Investments (Continued)**

**B. Investments (Continued)**

**Investments Authorized by the Borough's Home Rule Charter** (Continued)

6. Deposits in savings accounts, or time deposits, other than certificates of deposit, or share accounts of institutions insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation or the National Credit Union Share Insurance Fund or the Pennsylvania Deposit Insurance Corporation or the Pennsylvania Savings Association Insurance Corporation to the extent that such accounts are so insured, and, for any amounts above the insured maximum, provided that approval collateral as provided by law therefore shall be pledged by the depository.
7. Certificates of deposit purchased from institutions insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation or the National Credit Union Share Insurance Fund or the Pennsylvania Deposit Insurance Corporation or the Pennsylvania Savings Association Insurance Corporation to the extent that such accounts are so insured. However, for any amounts above the insured maximum, such certificates of deposit shall be collateralized by a pledge or assignment of assets of the institution, and such collateral may include loans (including interest in pools of loans) secured by first mortgage liens on real property. Certificates of deposit purchased from commercial banks shall be limited to an amount equal to twenty percent (20%) of a bank's total capital and surplus. Certificates of deposit purchased from savings and loan associations or savings banks shall be limited to an amount equal to twenty percent (20%) of an institution's assets minus liabilities.
8. Money market funds insured by any of the Federal or State sponsored insurance agencies mentioned in #6 or #7, or a private insurance company offering comparable coverage.
9. Shares of an investment company registered under the Investment Company Act of 1940, whose shares are registered under the Securities Act of 1933, provided that the only investments of that company are in the authorized investments for Borough funds listed in #1 through #6.
10. Any investment authorized by 20 Pa.C.S. Ch. 73 (relating to fiduciaries investments) shall be an authorized investment for any pension or retirement fund.
11. In certain commercial paper under the terms and conditions set forth in Act No. 53 of 1973 of the General Assembly of the Commonwealth of Pennsylvania, as amended. (53 P.S. S. 5410 *et seq.*)
12. Not more than twenty percent (20%) of the above-mentioned instruments may mature or become payable in any one calendar year.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**2. Cash and Investments (Continued)**

**B. Investments (Continued)**

**Investments Authorized by the Borough's Home Rule Charter** (Continued)

In addition to the investments authorized for governmental funds, fiduciary fund investments may also be made in corporate stocks and bonds, real estate, and other investments consistent with sound business practices and state statutes.

**Custodial Credit Risk**

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty, the Borough will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Borough's investments, which consist of asset-backed securities (governmental funds) and open-end mutual funds (fiduciary funds), are not subject to custodial credit risk because they do not involve a transferable financial instrument. The Borough's money market funds and certificates of deposit are SIPC and FDIC insured, respectively.

**Credit Risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The credit risk of a debt instrument is measured by nationally recognized statistical rating organizations such as Moody's Investor Services (Moody's) and Standard & Poor's (S&P). The Borough does not currently have a policy with regard to credit risk. As of December 31, 2016, the Borough's investments were rated as shown on the next page.

**BOROUGH OF CHALFONT  
BUCKS COUNTY, PA  
Notes to Financial Statements  
December 31, 2016**

**2. Cash and Investments (Continued)**

**B. Investments (Continued)**

**Credit Risk** (Continued)

	Fair Value	Rating
Governmental Funds		
Federal Home Loan Mortgage Association	\$ 1,585,567	AAA
Federal National Mortgage Association	1,668,651	AAA
Total Exposed to Credit Risk	\$ 3,254,218	
U.S. Government Guaranteed*		
Government National Mortgage Association	\$ 627,930	
Not Rated**	\$ 362,380	
Fiduciary Funds		
Not Rated**	\$ 543,440	

\* Composed of U.S. government and agency obligations explicitly guaranteed by the U.S. government that are not considered to have credit risk.

\*\* Not rated securities consist of mutual funds, money market funds, and certificates of deposit.

**Concentration of Credit Risk**

The investment policy of the Borough contains no limitations on the amount that can be invested in any one issuer. Investments in any one issuer (other than securities explicitly guaranteed by the U.S. government, mutual funds, and external investment pools) that represent 5% or more of total entity investment are as follows:

Federal Home Loan Mortgage Association	\$1,585,567
Federal National Mortgage Association	\$1,668,651
Government National Mortgage Association	\$627,930

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**2. Cash and Investments (Continued)**

**B. Investments (Continued)**

**Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in interest rates. The Borough does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

All of the Borough's asset backed securities have remaining maturity dates of greater than 10 years. The maturities range from the year 2023 to 2046 and are highly sensitive to interest rate risk. The remainder of the Borough's investments have maturity dates, if any, of one year or less.

**Fair Value of Investments**

Accounting principles generally accepted in the United States of America establish a fair value hierarchy that is based on the valuation inputs used in the fair value measurements. Measurements using quoted prices in active markets for identical assets and liabilities fall within Level 1 of the hierarchy; measurements using significant other observable inputs fall within Level 2; and measurements using significant unobservable inputs fall within Level 3.

Information related to the Borough's investments measured at fair value on a recurring basis at December 31, 2016, is as follows:

	Fair Value	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Governmental Funds Investments</b>				
Federal Home Loan Mortgage Association	\$ 1,585,567	\$ 0	\$ 1,585,567	\$ 0
Federal National Mortgage Association	1,668,651	0	1,668,651	0
Governmental National Mortgage Association	627,930	0	627,930	0
Money Market Funds	362,380	362,380	0	0
Total Governmental Funds Investments	<u>\$ 4,244,528</u>	<u>\$ 362,380</u>	<u>\$ 3,882,148</u>	<u>\$ 0</u>
<b>Fiduciary Funds Investments</b>				
Fixed Income Mutual Funds	\$ 150,979	\$ 150,979	\$ 0	\$ 0
Equity Mutual Funds	392,461	392,461	0	0
Total Fiduciary Fund Investments	<u>\$ 543,440</u>	<u>\$ 543,440</u>	<u>\$ 0</u>	<u>\$ 0</u>

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**3. Property Taxes**

Real estate taxes are levied on March 1, based on assessed values established by the Bucks County Board of Assessments. Real property in the Borough was originally assessed at \$49,260,990 for 2016. Property taxes attach as an enforceable lien on property as of January 15 of the following year. The Borough receives all tax collections through its tax collector.

The Borough is permitted to levy up to 30 mills of assessed property valuation for general government purposes and 3 mills for fire protection purposes. In 2016, the Borough's tax rate was 15.25 mills for general governmental purposes, 1.25 mills for fire protection purposes, and 0.5 mills for ambulance services.

The Borough bills and collects its own property taxes, as well as property taxes for Bucks County attributable to Borough residents.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**4. Capital Assets**

Capital asset activity for the year ended December 31, 2016, was as follows:

	Balance 1/1/16	Additions	Disposals	Balance 12/31/16
Assets Not Being Depreciated				
Land	\$ 821,450	\$ 0	\$ 0	\$ 821,450
Conservation Easements	173,000	0	0	173,000
Depreciable Assets				
Land and Park Improvements	1,999,904	98,207	0	2,098,111
Buildings and Improvements	1,578,030	7,017	0	1,585,047
Vehicles	621,650	38,646	154,104	506,192
Machinery and Equipment	325,521	51,230	167,893	208,858
Furniture	12,646	0	1,014	11,632
Infrastructure	2,887,655	861,608	0	3,749,263
Total at Historical Cost	<u>8,419,856</u>	<u>1,056,708</u>	<u>323,011</u>	<u>9,153,553</u>
Less Accumulated Depreciation				
Land and Park Improvements	422,646	92,908	0	515,554
Buildings and Improvements	542,517	50,857	0	593,374
Vehicles	412,132	36,281	73,395	375,018
Machinery and Equipment	168,267	18,286	76,311	110,242
Furniture	10,481	557	304	10,734
Infrastructure	693,837	126,338	0	820,175
Total Accumulated Depreciation	<u>2,249,880</u>	<u>325,227</u>	<u>150,010</u>	<u>2,425,097</u>
Total Net Capital Assets	<u>\$ 6,169,976</u>	<u>\$ 731,481</u>	<u>\$ 173,001</u>	<u>\$ 6,728,456</u>

Depreciation expense was charged to governmental activities as follows:

General Government	\$ 171,665
Police	5,115
Highway Maintenance	61,568
Parks and Recreation	<u>86,879</u>
Total Depreciation Expense	<u>\$ 325,227</u>

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**5. Long-Term Notes Payable**

The Borough's General Long-Term Notes changed during the year as follows:

	<u>Balance at 1/1/2016</u>	<u>Proceeds</u>	<u>Payments/ Transfers</u>	<u>Balance at 12/31/2016</u>
2008 General Obligation Note	\$ 48,000	\$ 0	\$ 15,000	\$ 33,000
2014 General Obligation Note	289,000	0	11,000	278,000
County Promissory Note	72,954	0	72,954	0
Truck Loan	<u>0</u>	<u>35,508</u>	<u>2,086</u>	<u>33,422</u>
 Total	 <u>\$ 409,954</u>	 <u>\$ 35,508</u>	 <u>\$ 101,040</u>	 <u>\$ 344,422</u>

**2008 General Obligation Note**

On July 15, 2008, the Borough issued a General Obligation Note in the amount of \$170,000 through the Delaware Valley Regional Finance Authority. The interest rate on this note was both fixed and variable. In 2009, the Borough made additional principal payments, paying off the variable portion of the note. Additionally, the Borough executed a fixed rate swap agreement, which fixed its interest rate at 3.745% (see Note 13). Principal payments are due on June 25 of each year as shown below. The note was issued for the purpose of replacing the Meadowbrook Lane culvert and was issued as non-electoral debt. The Borough has pledged its full faith, credit, and taxing power, and is required to include in its budget for each year the amount of debt service on the note which will be payable in such fiscal year. The debt service requirements are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service</u>
2017	\$ 18,000	\$ 899	\$ 18,899
2018	<u>15,000</u>	<u>281</u>	<u>15,281</u>
	<u>\$ 33,000</u>	<u>\$ 1,180</u>	<u>\$ 34,180</u>

Interest expense was \$1,033 for the year.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**5. Long-Term Notes Payable (Continued)**

**2014 General Obligation Note**

On July 25, 2014, the Borough issued a General Obligation Note in the amount of \$300,000 through the Delaware Valley Regional Finance Authority. Additionally, the Borough executed a fixed rate swap agreement, which fixed its interest rate at 2.98% (see Note 12). Principal payments are due on July 25 of each year as shown below. The note was issued for the purpose of acquiring property, and making renovations to Borough buildings and parking lots and was issued as non-electoral debt. The Borough has pledged its full faith, credit, and taxing power, and is required to include in its budget for each year the amount of debt service on the note which will be payable in such fiscal year. The debt service requirements are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service</u>
2017	\$ 12,000	\$ 8,285	\$ 20,285
2018	12,000	7,927	19,927
2019	12,000	7,569	19,569
2020	13,000	7,211	20,211
2021	13,000	6,824	19,824
2022-2026	73,000	27,923	100,923
2027-2031	85,000	16,420	101,420
2032-2034	58,000	3,486	61,486
	<u>\$ 278,000</u>	<u>\$ 85,645</u>	<u>\$ 363,645</u>

Interest expense was \$8,476 for the year.

**County Promissory Note**

The Borough had a promissory note with Bucks County for \$72,954 to fund the county mandated purchase of new radio equipment, which was received in 2015. Beginning July 2016, the note was payable in seven annual payments of \$11,057, including interest at 1.5% per annum. Effective with the Police Regionalization (see Note 17), this note was assumed by the Central Bucks Regional Police Department.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**5. Long-Term Notes Payable (Continued)**

**Truck Loan**

In August 2016, the Borough signed a note with Penn Community Bank for \$35,508 for the purchase of a public works truck. Beginning in September 2016, the note is payable in equal monthly installments of \$791, including interest of 3.25% per annum, through September 2020.

Year	Principal	Interest	Total Debt Service
2017	\$ 8,513	\$ 973	\$ 9,486
2018	8,798	689	9,487
2019	9,093	394	9,487
2020	7,018	97	7,115
	\$ 33,422	\$ 2,153	\$ 35,575

Interest expense was \$308 for the year.

**6. Permit Deposit**

In October 2014, the Borough purchased a property from the North Wales Authority. The purchase price was \$465,000, and was paid in the form of \$250,000 cash and \$215,000 in credits to the Authority. For 15 years from the date of the sale, the Borough will waive any permit fees incurred by the Authority, up to \$215,000. This deposit is classified as a long-term liability on the statement of net position. During the year ended December 31, 2016, the Authority incurred \$19,329 in permit fees, reducing the balance to \$195,671.

**7. Fund Balance Classifications**

	General Fund	Capital Reserve Fund	Grant Fund	Nonmajor Governmental Funds	Total
Restricted for:					
Highway Improvements	\$ 0	\$ 0	\$ 0	\$ 74,760	\$ 74,760
Committed for:					
Capital Expenditures	0	4,234,490	0	42,161	4,276,651
Recreation	0	0	0	180,505	180,505
	0	4,234,490	0	222,666	4,457,156
Unassigned	994,118	0	0	0	994,118
Total Fund Balances	\$ 994,118	\$ 4,234,490	\$ 0	\$ 297,426	\$ 5,526,034

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**8. Interfund Transactions**

Interfund transactions are as follows:

Purpose	Receivable Fund	Payable Fund	Amount
<b>Due to/from</b>			
Tax Revenue Received	Fire Tax	General	\$247
Investment Income	General	Capital Reserve	\$10,038
Grant Project Expenditures	General	Grant	\$30,945
<b>Operating Transfers</b>			
Capital Purchases	Equipment	General	\$47,400

**9. Fiduciary Funds - Deferred Compensation Fund**

The Borough has a deferred compensation plan, which is available to its employees. The Plan, which is designed under the provisions of Section 457 of the Internal Revenue Code, permits employees to make voluntary salary reduction contributions, which are excluded from federal taxable income.

Prior to 1998, all amounts of compensation deferred under the Plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights were (until paid or made available to the employee or other beneficiary) solely the property and rights of the Borough (without being restricted to the provisions of benefits under the Plan), subject to the claims of the Borough's general creditors. Participants' rights under the Plan were equal to those of general creditors of the Borough in an amount equal to the fair market value of the deferred account for each participant.

During 1998, the Borough amended the Plan in accordance with recent IRS amendments of IRC Section 457(g). As a result of the amendment, assets of the Plan are now placed in trust for the exclusive benefit of participants and their beneficiaries. IRC Section 457(g) states that the Borough no longer owns the amounts deferred by employees, including the related earnings thereon. Accordingly, the assets and the corresponding liability for the compensation deferred by Plan participants, including earnings, are no longer reported in the financial statements of the Borough.

**10. Lease**

The Borough leases certain land and building known as the Chalfont Railroad Station from the Southeastern Pennsylvania Transportation Authority (SEPTA). Under the terms of the lease agreement, which began in August 1990, the Borough is liable for minimum lease payments of \$1 annually. The lease extends until cancelled, with notice, by either party. Leasehold improvements totaling \$91,614 have been made to the station to date. Of the improvements, \$66,084 was funded by the Community Development Block Grants received in prior years.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**11. Chalfont Borough Police Pension Plan**

**A. Summary of Significant Accounting Policies**

**Transfer of Operations**

Effective March 28, 2016, the Borough's police department operations were transferred to the Central Bucks Regional Police Department (CBRPD), as separate governmental entity (see Note 17). As part of that transfer, the Chalfont Borough Police Pension Plan was dissolved and its assets transferred to the Police Pension Plan of the CBRPD. This transfer was made on June 30, 2016. As a result, only the activity from January 1, 2016 through that date is reflected in these statements. As part of the transfer and dissolution of the pension plan, the Plan's Net Pension Liability, and Deferred Inflows and Outflows related to the pension plan were removed from the Borough's Statement of Net Position.

**Basis of Accounting**

The Plan's financial statements were prepared using the accrual basis of accounting. Plan member contributions were recognized in the period in which the contributions were due. Employer contributions, if required, to the Plan were recognized when due, in accordance with Act 205. For purposes of measuring net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Plan, and additions or deductions from the Plan's fiduciary net position were determined on the same basis as they are reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) were recognized when due and payable in accordance with the benefit terms.

**Method Used to Value Investments**

Investments were reported at fair value. The Plan assets were managed by InR Advisory Services, LLC.

**B. Plan Description**

**Plan Administration**

The Borough administered the Chalfont Borough Police Pension Plan (the Plan). The Plan was a single employer defined benefit plan established by the Borough to provide pension benefits for its full-time police officers. The Plan was controlled by the provisions of Resolution 90-22 dated December 18, 1990, and as amended by Resolution 2003-8, dated November 18, 2003, Resolution 2007-12 dated November 13, 2007, Resolution 2009-19, dated November 10, 2009 and Resolution 2010-11, dated July 13, 2010. Assets were held separately and were only used for the payment of benefits to members of the Plan. The Plan was part of the Borough's financial reporting entity and is included in the Borough's financial report as a pension trust fund through the date of the transfer to CBRPD.

Management of the Plan was vested in the Police Pension Committee which was appointed by Borough Council, and consisted of four members – the Borough Council President, Borough Manager, Finance Director and a uniformed police employee.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**12. Borough of Chalfont Non-Uniform Pension Plan**

**A. Plan Description**

The Borough of Chalfont Non-Uniform Pension Plan (the Plan) was established by the Borough to provide pension benefits for its full-time, non-uniformed employees. The Plan is a single-employer PERS. Assets are held separately and may only be used for the payment of benefits to members of the Plan. The Plan's assets are managed by InR Advisory Services.

The PERS Plan is part of the Borough's reporting entity and is included in the Borough's financial report as a pension trust fund.

The Plan is a defined contribution plan. In a defined contribution plan, the benefits to be received by an employee depend solely on the amount contributed to the participant's account and related returns on investments of those contributions. Participants direct the investment of all contributions into the investment options offered by the plan.

Each year the Borough will contribute into the Plan for each eligible participant, an amount equal to 8% of their total compensation, using State Aid received from the Commonwealth of Pennsylvania. These contributions are made on a quarterly basis. To the extent that these fundings are not adequate to cover the Borough's obligation to the Plan, the Borough would then be required to contribute.

In addition to the Borough contribution made to the participant's account, their account will be credited with the investment earnings or losses on their investments. Participants who terminate for reasons other than death, disability, or retirement would not share in the allocations of contributions, earnings, or losses for the Plan year in which they terminate.

Retirement age is 65 years old with 10 years of service under the Plan. Employees are fully vested after five years of service. Amounts forfeited by employees who leave prior to five years of service are allocated to the remaining Plan participants.

The Borough made contributions of \$32,503 to the plan.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**12. Borough of Chalfont Non-Uniform Pension Plan (Continued)**

**B. Significant Accounting Policies and Plan Asset Matters**

The Borough's financial statements of the Plan's activity are included in the Borough's financial report as a pension trust fund. The Plan's financial statements are presented on the accrual basis of accounting.

Investments at December 31, 2016, in the amount of \$543,440 consisted entirely of mutual funds, which fall in Level 1 of the fair value hierarchy.

Individual investments comprising greater than 5% of the Plan's net assets at December 31, 2016, consisted of the following:

	<u>Fair Value</u>
Vanguard Total Bond Market Index	\$144,557
Vanguard Growth Index	\$60,924
Vanguard Mid Cap Index	\$48,507
Vanguard Small Cap Index	\$45,276
Vanguard Total International Stock Index	\$76,351
Vanguard Total Stock Market Index	\$54,424
Vanguard Value Index	\$47,379

**13. Derivative Instruments and Hedging Activities**

As described in Note 5, the Borough entered into two fixed rate swap agreements. The purpose of these agreements is to hedge the risk of change in the interest rates and to assist the Borough in stabilizing the cash flow requirements needed to service the \$170,000 2008 General Obligation Note, and the \$300,000 2014 General Obligation Note (also defined as the "notional amounts"). The interest rate swap agreements end on the date concurrent with the final payment of the loans.

Under the interest rate swap agreements, the Borough is required to make monthly interest payments at the fixed interest rates over the remaining term of the loans. The counterparty involved in this swap agreement has received an A+ credit rating from Standard and Poor's.

With the execution of the fixed rate swap agreements and in accordance with GASB 53, "Accounting and Reporting for Derivative Instruments", the Borough accounts for the interest rate swaps as a hedging derivative. The swap agreements have been determined to be effectively hedged under both the consistent critical terms and quantitative methods standards of GASB 53. As such, the changes in fair value of the swap agreements have been reflected as a deferred inflow of resources in the statement of net position. The change in the market value of the interest rate swaps in favor of the Borough as of December 31, 2016, were as follows:

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**13. Derivative Instruments and Hedging Activities (Continued)**

	<u>2008 GON</u>	<u>2014 GON</u>	<u>Total</u>
Fair Market Value at December 31, 2015	\$ (924)	\$ (22,920)	\$ (23,844)
Increase in Market Value	<u>675</u>	<u>9,994</u>	<u>10,669</u>
Fair Market Value at December 31, 2016	<u>\$ (249)</u>	<u>\$ (12,926)</u>	<u>\$ (13,175)</u>

**14. Risk Management**

The Borough is exposed to various kinds of loss related to limited torts; theft of, and damage to and destruction of assets; errors and omissions; and natural disasters for which the Borough carries commercial insurance.

**a. Health Care Coverage**

The Borough participates in the Delaware Valley Health Trust (DVHT). DVHT is a regional risk sharing pool providing health insurance benefits to employees and dependents of participating municipalities.

**b. Workers' Compensation Coverage**

The Borough participates in the Delaware Valley Workers' Compensation Trust to provide workers' compensation benefits to its employees.

**c. Insurance Coverage**

The Borough participates in the Delaware Valley Insurance Trust to provide commercial, liability and bonding coverage for the Borough.

Management believes the above coverages are sufficient to preclude any significant uninsured losses to the Borough. There have been no significant reductions in coverage from the prior year.

**15. Contingencies**

The Borough is party to various legal proceedings which normally occur in the course of governmental operations. The financial statements do not include accruals or provisions for loss contingencies that may result from these proceedings. While the outcome of the above-noted proceedings cannot be predicted due to the insurance coverage maintained by the Borough, management feels that any settlement of judgment not covered by insurance would not materially affect the financial condition of the Borough.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**16. Commitments**

**Retirement Severance**

In 2007, the Borough's bookkeeper retired after 30 plus years of service. In recognition of her long-time service to the Borough, the Borough agreed to pay her one year's base salary of \$55,000 over a ten year period. At December 31, 2016, one year remains to be paid, or approximately \$5,500.

In 2010, the Borough's long time Public Works Director retired. In recognition of his long-time service to the Borough, the Borough agreed to pay him one year's base salary of \$74,000 over a ten year period. At December 31, 2016, three years remain to be paid, or approximately \$25,000.

**Government Grants**

As of December 31, 2016, the Borough has one open grant commitment from the Commonwealth of Pennsylvania in the amount of \$1 million. The Redevelopment Assistance Capital Program (RACP) funding is for the Municipal Parking Facility and Historic Reuse project. Management expects to receive the majority of these funds and complete the project in 2017 and 2018.

**17. Disposal of Operations**

On February 9, 2016, the Borough approved a merger between its police force and the Central Bucks Regional Police Department (CBRPD), which became effective on March 28, 2016. The Chalfont police department joined Doylestown and New Britain Boroughs in the CBRPD, which is funded by contributions from the three Boroughs. The percentage share from each is based on total population, average number of calls and crimes, and total road miles. The Chalfont police officers and clerk are now employees of the CBRPD and became members of its unions. The Chalfont Borough Police Pension Plan was dissolved in June 2016, resulting in a gain from the removal of the related pension liabilities and deferred inflows and outflows. All police department capital assets were transferred to the CBRPD. Additionally, the CBRPD assumed the liability for the County Promissory Note (see Note 5). As a result of this disposal of operations, the Borough recognized the following special items on the Statement of Activities:

Contribution to CBRPD:	
Capital Assets	\$ 308,711
Accumulated Depreciation	(135,828)
Net Capital Assets	172,883
Less Radio Loan Assumed by CBRPD	(72,954)
Total Contribution to CBRPD	\$ 99,929
Transfer of Compensated Absence Liability	\$ 37,210
Gain on Dissolution of Police Pension Plan:	
Net Pension Liability	\$ 277,525
Deferred Inflow of Resources	160,647
Deferred Outflow of Resources	(61,830)
Total Gain on Dissolution of Pension Plan	\$ 376,342

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Financial Statements**  
**December 31, 2016**

**17. Disposal of Operations** (Continued)

During the year ended December 31, 2015, the year prior to the merger, the Chalfont Borough police department generated approximately \$109,000 in revenues and had a total budget of approximately \$700,000.

**18. Subsequent Events**

**Issuance of General Obligation Note**

On February 15, 2017, the Borough issued a General Obligation Note in the amount of \$94,313. Beginning March 2017, the note is payable in equal monthly installments of \$1,694, including interest at 2.95% per annum, through March 2022. The note was issued for the purpose of acquiring public works equipment.

Management has evaluated subsequent events through April 5, 2017, the date which the financial statements were available to be issued.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances**  
**Budget and Actual**  
**General Fund**  
**Year Ended December 31, 2016**

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues</b>				
Taxes	\$ 1,576,000	\$ 1,576,000	\$ 1,702,875	\$ 126,875
Intergovernmental	125,048	125,048	153,593	28,545
Fines, Licenses and Permits	120,000	116,400	111,419	(4,981)
Charges for Services	88,000	88,000	276,778	188,778
Investment Income and Rents	253,700	253,700	257,919	4,219
Miscellaneous	5,000	5,000	51,026	46,026
Total Revenues	<u>2,167,748</u>	<u>2,164,148</u>	<u>2,553,610</u>	<u>389,462</u>
<b>Expenditures</b>				
General Government	565,268	598,018	581,696	16,322
Public Safety	892,506	989,879	1,149,951	(160,072)
Highways	265,448	265,448	342,272	(76,824)
Parks and Recreation	7,000	7,000	9,454	(2,454)
Debt Service - Principal	11,000	11,000	11,000	0
Debt Service - Interest	8,612	8,612	8,476	136
Capital Expenditures	25,000	81,000	141,725	(60,725)
Miscellaneous Governmental	597,914	411,128	46,056	365,072
Total Expenditures	<u>2,372,748</u>	<u>2,372,085</u>	<u>2,290,630</u>	<u>81,455</u>
Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources (Uses)	<u>(205,000)</u>	<u>(207,937)</u>	<u>262,980</u>	<u>470,917</u>
Other Financing Sources (Uses)				
Proceeds from Issuance of Long-Term Note	0	0	35,508	35,508
Transfers In (Out)	56,543	72,600	(47,400)	(120,000)
Total Other Financing Sources (Uses)	<u>56,543</u>	<u>72,600</u>	<u>(11,892)</u>	<u>(84,492)</u>
Net Change in Fund Balances	(148,457)	(135,337)	251,088	386,425
Fund Balances				
Beginning of Year	<u>148,457</u>	<u>135,337</u>	<u>743,030</u>	<u>607,693</u>
End of Year	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 994,118</u>	<u>\$ 994,118</u>

See Notes to Schedules of Budget to Actual Comparisons.

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Notes to Schedules of Budget to Actual Comparisons**  
**December 31, 2016**

**1. Basis of Presentation**

The Borough has prepared the Schedule of Budget to Actual Comparisons using the same format as the Statement of Revenues, Expenditures, and Changes in Fund Balances.

The Borough amended its original 2016 General Fund budget in April 2016 and, therefore, is presenting both the original and final budget on page 50.

**BOROUGH OF CHALFONT**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**December 31, 2016**

	Fire Tax Fund	Liquid Fuels Fund	Recreation Fund
<b>Assets</b>			
Cash	\$ 0	\$ 74,760	\$ 180,505
Taxes Receivable	1,619	0	0
Due from (to) Other Funds	247	0	0
<b>Total Assets</b>	<b>\$ 1,866</b>	<b>\$ 74,760</b>	<b>\$ 180,505</b>
 <b>Liabilities and Fund Balances</b>			
<b>Liabilities</b>			
Accounts Payable	\$ 247	\$ 0	\$ 0
Deferred Inflows of Resources			
Deferred Tax Receipts	1,619	0	0
<b>Fund Balances</b>			
Restricted	0	74,760	0
Committed	0	0	180,505
Total Fund Balances	0	74,760	180,505
<b>Total Liabilities and Fund Balances</b>	<b>\$ 1,866</b>	<b>\$ 74,760</b>	<b>\$ 180,505</b>

<u>Equipment Fund</u>	<u>Total Nonmajor Governmental Funds</u>
\$ 42,161	\$ 297,426
0	1,619
<u>0</u>	<u>247</u>
<u>\$ 42,161</u>	<u>\$ 299,292</u>
<u>\$ 0</u>	<u>\$ 247</u>
<u>0</u>	<u>1,619</u>
0	74,760
<u>42,161</u>	<u>222,666</u>
<u>42,161</u>	<u>297,426</u>
<u>\$ 42,161</u>	<u>\$ 299,292</u>

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances**  
**Nonmajor Governmental Funds**  
**Year Ended December 31, 2016**

	<u>Fire Tax Fund</u>	<u>Liquid Fuels Fund</u>	<u>Recreation Fund</u>
<b>Revenues</b>			
Taxes	\$ 85,433	\$ 0	\$ 0
Intergovernmental	0	115,802	0
Investment Income and Rents	0	188	210
Miscellaneous	0	0	202,521
Total Revenues	<u>85,433</u>	<u>115,990</u>	<u>202,731</u>
<b>Expenditures</b>			
Public Safety	85,504	0	0
Public Works	0	65,392	0
Parks and Recreation	0	0	12,205
Debt Service - Principal	0	15,000	0
Debt Service - Interest	0	1,033	0
Capital Expenditures	0	0	17,700
Total Expenditures	<u>85,504</u>	<u>81,425</u>	<u>29,905</u>
Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources (Uses)	(71)	34,565	172,826
Other Financing Sources (Uses)			
Transfers In (Out)	<u>0</u>	<u>0</u>	<u>0</u>
Net Change in Fund Balances	(71)	34,565	172,826
Net Assets			
Beginning of Year	<u>71</u>	<u>40,195</u>	<u>7,679</u>
End of Year	<u>\$ 0</u>	<u>\$ 74,760</u>	<u>\$ 180,505</u>

<u>Equipment Fund</u>	<u>Total Nonmajor Governmental Funds</u>
\$ 0	\$ 85,433
0	115,802
176	574
0	202,521
<u>176</u>	<u>404,330</u>
0	85,504
17,735	83,127
0	12,205
2,086	17,086
308	1,341
6,024	23,724
<u>26,153</u>	<u>222,987</u>
(25,977)	181,343
<u>47,400</u>	<u>47,400</u>
21,423	228,743
<u>20,738</u>	<u>68,683</u>
<u>\$ 42,161</u>	<u>\$ 297,426</u>

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Combining Schedule of Fiduciary Net Position**  
**Pension Trust Funds**  
**December 31, 2016**

	<u>Police Plan</u>	<u>Non-Uniform Plan</u>	<u>Total</u>
<b>Assets</b>			
Investments	\$ 0	\$ 543,440	\$ 543,440
<b>Liabilities</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Position</b>			
Held in Trust for Pension Benefits	<u><u>\$ 0</u></u>	<u><u>\$ 543,440</u></u>	<u><u>\$ 543,440</u></u>

**BOROUGH OF CHALFONT**  
**BUCKS COUNTY, PA**  
**Combining Schedule of Changes in Fiduciary Net Position**  
**Pension Trust Funds**  
**Year Ended December 31, 2016**

	<u>Police Plan</u>	<u>Non-Uniform Plan</u>	<u>Total</u>
<b>Additions</b>			
<b>Contributions</b>			
Employer (Borough)	\$ 0	\$ 32,503	\$ 32,503
Plan Members	14,204	0	14,204
Total Contributions	<u>14,204</u>	<u>32,503</u>	<u>46,707</u>
<b>Investment Income</b>			
Net Appreciation in Fair Value of Investments	39,904	39,341	79,245
Less Investment Expense	2,118	0	2,118
Net Investment Income	<u>37,786</u>	<u>39,341</u>	<u>77,127</u>
Total Additions	<u>51,990</u>	<u>71,844</u>	<u>123,834</u>
<b>Deductions</b>			
Benefits	15,062	39,477	54,539
Administrative Expense	2,700	2,971	5,671
Transfer to CBRPD Pension Plan	1,161,214	0	1,161,214
Total Deductions	<u>1,178,976</u>	<u>42,448</u>	<u>1,221,424</u>
Increase (Decrease) in Net Position	(1,126,986)	29,396	(1,097,590)
<b>Net Position, Held in Trust</b>			
Beginning of Year	<u>1,126,986</u>	<u>514,044</u>	<u>1,641,030</u>
End of Year	<u>\$ 0</u>	<u>\$ 543,440</u>	<u>\$ 543,440</u>