



**FAIRVIEW TOWNSHIP FIRE DEPARTMENT
(a component unit of Fairview Township)**

**YEARS ENDED
DECEMBER 31, 2020 AND 2019**



CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

A Professional Corporation

FAIRVIEW TOWNSHIP FIRE DEPARTMENT
(a component unit of Fairview Township)

DECEMBER 31, 2020 AND 2019

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Independent Auditor's Report

Officers

Fairview Township Fire Department
New Cumberland, Pennsylvania

Report on the Financial Statements

We have audited the accompanying financial statements of Fairview Township Fire Department (Fire Department or Organization) (a nonprofit organization and component unit of Fairview Township), which comprise the statements of assets and net position – cash basis as of December 31, 2020 and 2019 and the related statements of support, revenue, expenses and changes in net position – cash basis for the years then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting as described in Note 1; this includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits 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 Organization'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 Organization'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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets and net position of Fairview Township Fire Department as of December 31, 2020 and 2019, and its support, revenue, expenses and changes in net position for the years then ended in accordance with the cash basis of accounting as described in Note 1.

Emphasis of Matter

The Fairview Township Fire Department has determined that for financial reporting purposes it is a governmental nonprofit organization as a result of it being a component unit of Fairview Township (the Township). The Township is required to report the Organization as a component unit of the Township under the criteria provided by the Governmental Accounting Standards Board.

Other Matter

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic or historical context. Our opinion on the financial statements is not affected by this missing information.

Basis of Accounting

We draw attention to Note 1, which describes the basis of accounting. The financial statements are prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

Brown Schultz Steindler & Fritz

Camp Hill, Pennsylvania
July 6, 2021

FAIRVIEW TOWNSHIP FIRE DEPARTMENT
(a component unit of Fairview Township)

STATEMENTS OF ASSETS AND NET POSITION – CASH BASIS
DECEMBER 31, 2020 AND 2019

| | <u>2020</u> | <u>2019</u> |
|---|--------------------------|--------------------------|
| ASSETS | | |
| Current assets, financial assets available within one year, cash | <u>\$ 135,529</u> | <u>\$ 112,602</u> |
| NET POSITION | | |
| Net assets without donor restrictions | <u>\$ 135,529</u> | <u>\$ 112,602</u> |

See notes to financial statements.

FAIRVIEW TOWNSHIP FIRE DEPARTMENT
(a component unit of Fairview Township)

STATEMENTS OF SUPPORT, REVENUE, EXPENSES AND CHANGES IN NET POSITION –
CASH BASIS
YEARS ENDED DECEMBER 31, 2020 AND 2019

| | 2020 | 2019 |
|---|-------------------|-------------------|
| Support and revenue: | | |
| Donations | \$ 3,415 | \$ 6,156 |
| Billed service and contract fees | 4,075 | 3,525 |
| Grant income | | 4,238 |
| Ladies auxiliary | 23 | 702 |
| Miscellaneous fundraisers | 78,078 | 65,217 |
| Interest income | 391 | 609 |
| Miscellaneous reimbursements | 662 | 542 |
| Fire police | | 100 |
| | 86,644 | 81,089 |
| Expenses: | | |
| Transfers to Fairview Township | 60,000 | 54,000 |
| Food and entertainment | 592 | 6,326 |
| Miscellaneous | 2,752 | 694 |
| Ladies auxiliary | | 278 |
| Building furniture purchases | 352 | 4,127 |
| Building and equipment repairs | 21 | 21 |
| | 63,717 | 65,446 |
| Changes in net assets without donor restrictions | 22,927 | 15,643 |
| Net assets without donor restrictions: | | |
| Beginning of year | 112,602 | 96,959 |
| | \$ 135,529 | \$ 112,602 |
| End of year | \$ 135,529 | \$ 112,602 |

See notes to financial statements.

FAIRVIEW TOWNSHIP FIRE DEPARTMENT
(a component unit of Fairview Township)

NOTES TO FINANCIAL STATEMENTS - CASH BASIS
YEARS ENDED DECEMBER 31, 2020 AND 2019

1. Nature of organization and summary of significant accounting policies:

Nature of organization:

The Fairview Township Fire Department (Fire Department or Organization) is an all volunteer organization which provides firefighting, education and prevention services to the residents in its area. The Fire Department's support and revenues are generated mostly from donations and fund-raising events. In 2005, Fairview Township (the Township) acquired control over the operations of the Fire Department and became financially accountable for the fiscal matters of the Organization. Under this arrangement, substantially all assets of the Fire Department are to be turned over to the Township for management. As of December 31, 2020, the assets and activities reported in these financial statements remained under the control of the Fire Department. The Township is required to report the Organization as a component unit of the Township under the criteria provided by the Governmental Accounting Standards Board.

Fairview Township allocates a portion of the Local Services Tax (LST), charged to all employees working within the Township, in order to pay for certain expenses of the Fire Department. During 2020 and 2019, the Township paid for Fire Department expenses of \$307,672 and \$327,141, respectively. The 2020 and 2019 expenses paid for by the Township are not included in these financial statements, but are included in the Township's financial statements.

During 2020 and 2019, the Fire Department transferred \$60,000 and \$54,000, respectively, to the Township to cover the operating expenses of the Fire Department paid for by the Township.

Basis of accounting:

The Organization prepares its financial statements on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Under this basis, revenues are generally recognized when collected rather than when earned, and expenses are generally recognized when paid rather than when incurred.

Each year the Fire Department is allowed to submit, for payment or reimbursement, specified expenses to the Firemen's Relief Association (Relief Association) (see Note 3). In order to expedite the payment of its accounts payable, the Fire Department sometimes pays such invoices directly and then submits them to the Relief Association for reimbursement.

FAIRVIEW TOWNSHIP FIRE DEPARTMENT
(a component unit of Fairview Township)

NOTES TO FINANCIAL STATEMENTS - CASH BASIS
YEARS ENDED DECEMBER 31, 2020 AND 2019

1. Nature of organization and summary of significant accounting policies (continued):

Financial statement presentation:

The Organization reports information regarding its assets and net assets according to two classes of net assets: net assets without restrictions and net assets with restrictions. As of December 31, 2020, and for the year 2020, the Organization has only net assets without restrictions.

Net assets without donor restrictions – Net assets that are not subject to donor imposed restrictions.

Property and equipment:

Fixed assets have not been included as a part of these financial statements. Purchases of fixed assets are recorded as expenditures at the time of purchase; therefore, no depreciation has been recorded on fixed assets. Fixed assets which were purchased with Relief Association or Township funds are not included in the financial statements because the Relief Association and/or Township retain title to such property.

Donated services:

The time of the many Fire Department volunteers is donated to the Organization. The value of these contributed services is not included in these financial statements since they do not meet the criteria for recognition as contributed services and are not required under the cash basis of accounting.

Concentration of credit risk:

The Fire Department's cash deposits are held at two banks and is Federal Deposit Insurance Corporation (FDIC) insured up to \$250,000. From time to time during the year, the Fire Department may have balances in excess of \$250,000; therefore, amounts in excess of \$250,000 are uninsured and uncollateralized.

Revenue recognition:

Fairview Township Fire Department receives contributions primarily from the residents of Fairview Township. The contributions are given to support the overall mission of the Organization and do not contain any performance obligations. The contributions are considered non-exchange transactions and are recorded as revenue when received. Any contributions with donor restrictions are recorded as net assets with donor restrictions and the use of the funds for the restricted purpose are recorded as releases from net assets with donor restrictions. If a condition is placed on the contribution, revenue is not recognized until the condition has been satisfied. Fairview Township Fire Department did not have any conditional contributions in 2020 and 2019.

FAIRVIEW TOWNSHIP FIRE DEPARTMENT
(a component unit of Fairview Township)

NOTES TO FINANCIAL STATEMENTS - CASH BASIS
YEARS ENDED DECEMBER 31, 2020 AND 2019

1. Nature of organization and summary of significant accounting policies (continued):

Income taxes:

The Organization is recognized as a nonprofit organization under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no income tax is incurred unless the Fire Department earns income considered to be unrelated business income.

The Organization files a Form 990, *Return of Organization Exempt from Income Tax*, with the Internal Revenue Service and a Bureau of Charitable Organization's registration form with the Commonwealth of Pennsylvania.

Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, support and revenues, expenses and disclosures of contingent assets and liabilities at the date of the financial statements. Actual results could differ from those estimates.

2. Financial assets and liquidity resources:

The Fire Department's primary cash flows are received at various times throughout the year and are attributed to fundraisers held and Township support. These cash flows do not contain any donor imposed restrictions or designations made by the Fire Department's board.

To manage liquidity, the Fire Department maintains checking accounts with a bank that can be drawn upon as needed during the year to manage cash flows. As of December 31, 2020 and 2019, the checking accounts totaled \$135,529 and \$112,602, respectively.

As of December 31, 2020 and 2019, financial assets and liquidity resources available within one year for general expenditures, such as operating expenses and property and equipment not financed with debt, were \$135,529 and \$112,602, respectively.

3. Firemen's Relief Association funding:

Some of the Fire Department's expenses are paid by the Relief Association. The Relief Association receives the majority of its funding from foreign fire insurance tax which Fairview Township receives from the state and, by law, is required to pass on to the Relief Association. The Relief Association is audited annually by the State Auditor General's Office in accordance with state laws. A copy of the audit report is available at the Township's office. The Fire Department submits specifically approved expenses to be reimbursed by the Relief Association each year.

FAIRVIEW TOWNSHIP FIRE DEPARTMENT
(a component unit of Fairview Township)

NOTES TO FINANCIAL STATEMENTS - CASH BASIS
YEARS ENDED DECEMBER 31, 2020 AND 2019

4. Fishing Creek Community Association:

The Fire Department owns real estate at 520 Locust Road in Fairview Township as joint tenants with the Fishing Creek Community Association (FCCA). The Fire Department uses a portion of the property as a fire station to serve the southern portion of the Township. The FCCA and the Fire Department share two bank accounts used to operate the building. As of December 31, 2020, the total balance of those accounts was \$98,021. The year-end balances and activity from these accounts are not included in these financial statements. The Fire Department has not received or paid funds to or from these accounts during 2020 and 2019.

On June 12, 2001, an agreement was executed between the Fire Department and FCCA establishing a minimum monthly balance requirement of \$12,000 for the joint checking accounts, the nature of expenditures to be paid from the accounts, the determination and timing of the accounts' surplus distribution to joint owners, expenditures approval documentation, check signatories procedures, investment policies for interim excess funds and annual audit and tax reporting requirements.

5. Contingencies:

The Fire Department is exposed to various risks of loss related to the nature of the activity performed by the Fire Department. The Fire Department maintains commercial insurance, paid for by the Township, covering these risks of loss. Management believes coverage is sufficient to preclude any significant uninsured losses. Previous claims have not exceeded this commercial coverage.

6. Functional expenses:

Expenses by function for the year ended December 31, 2020 and 2019 were as follows:

| | <u>2020</u> | <u>2019</u> |
|------------------|------------------|------------------|
| Program services | <u>\$ 63,717</u> | <u>\$ 65,446</u> |

The Fire Department reports expenses that are attributable to one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. All expenses are allocated based on time and effort of the volunteers and costs directly related to the program or supporting function.

FAIRVIEW TOWNSHIP FIRE DEPARTMENT
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NOTES TO FINANCIAL STATEMENTS - CASH BASIS
YEARS ENDED DECEMBER 31, 2020 AND 2019

7. Effects of COVID-19 pandemic on the financial statements:

In December 2019, a novel strain of coronavirus (COVID-19) was reported to have surfaced in China. The World Health Organization has declared COVID-19 to constitute a "Public Health Emergency of International Concern" and characterized COVID-19 as a pandemic. The U.S. government has also implemented enhanced screenings, quarantine requirements and travel restrictions in connection with the COVID-19 outbreak. The spread of this virus has the potential to cause business disruption to the Organization beginning in March 2020, due to state government-imposed shutdowns of businesses and other results of the illness. While Fairview Township Fire Department expects this matter may negatively impact its results, the extent of the impact of COVID-19 on its operational and financial performance will depend on future developments, including the duration and spread of the outbreak and related travel advisories and restrictions and the impact of COVID-19 on overall demand for Fairview Township Fire Department's services, all of which are highly uncertain and cannot be predicted.

8. Subsequent events:

The Fire Department has evaluated subsequent events through July 6, 2021, the date which the financial statements were available to be issued.