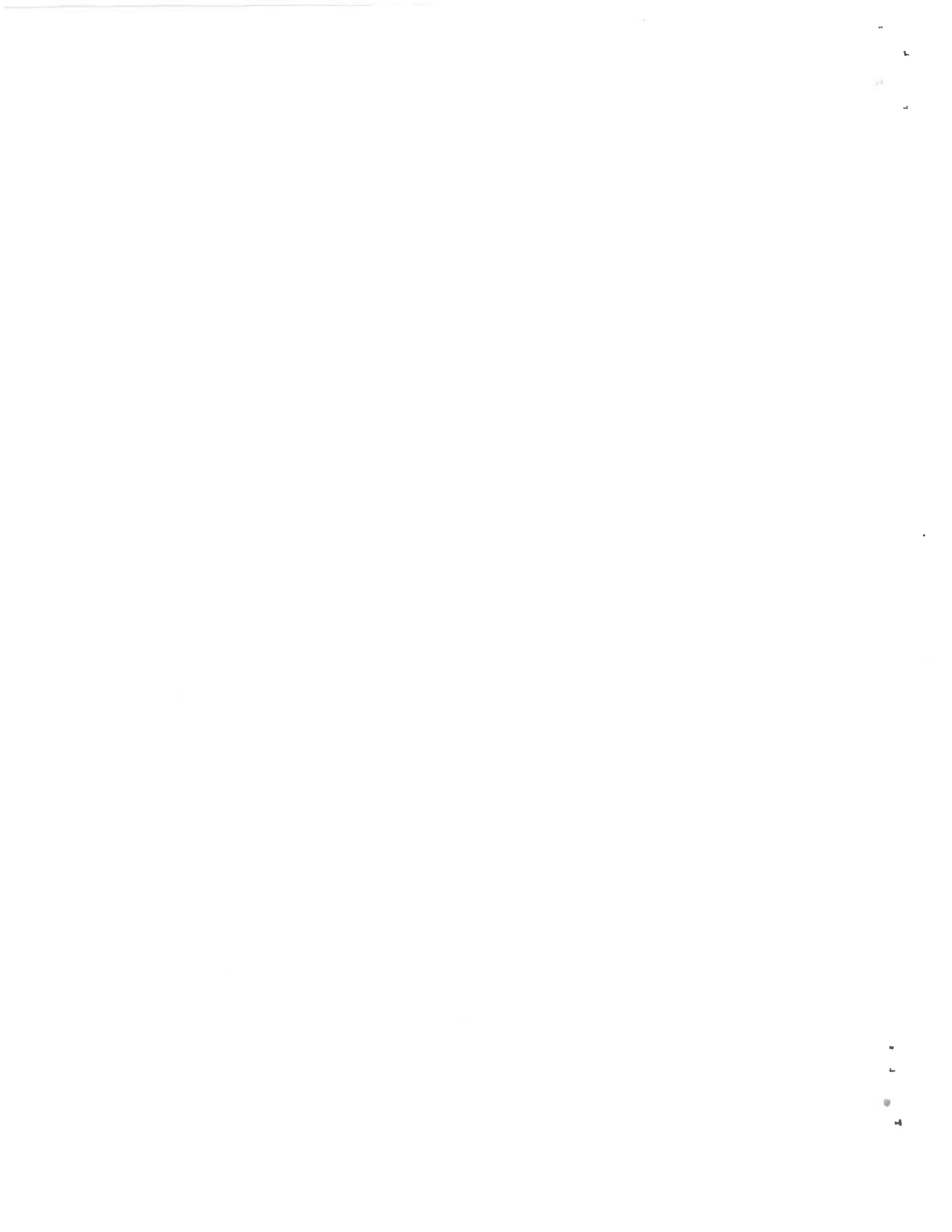




COPY

BOROUGH OF HONESDALE  
COUNTY OF WAYNE  
COMMONWEALTH OF PENNSYLVANIA  
FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 1986



	-Transmittal Letter
<u>EXHIBIT A</u>	-Combined summary of Cash Receipts and Fund Balances, Year Ended December 31, 1986.
<u>EXHIBIT B</u>	-Combined Summary of Cash Expenditures and Fund Balances, Year Ended December 31, 1986.
	-Notes to Financial Statements.
Refer to DCA-BLGS-30(11-83)	-Supplemental Schedules.
<u>Schedule A-1</u>	-Detailed Statement of General Fund Balances, Receipts, and Expenditures, Year Ended December 31, 1986.
<u>Schedule A-2</u>	-Detailed Statement of State Liquid Fuels Fund Balances, Receipts and Expenditures, Year Ended December 31, 1986.
<u>Schedule A-3</u>	-Federal Revenue Sharing Fund Balance Receipts and Expenditures, Year Ended December 31, 1986.
<u>Schedule A-6</u>	-Sinking Fund Balances, Receipts and Expenditures, Year Ended December 31, 1986.
<u>Schedule A-9</u>	-Sewer Revenue Fund Balances, Receipts and Expenditures, Year Ended December 31, 1986.
<u>Schedule A-11 &amp; 12</u>	-Agency & Trust Fund Balances, Receipts & Expenditures, Year Ended December 31, 1986.



<u>Schedule B-2</u>	-Cash and Investments at December 31, 1986
<u>Schedule B-3</u>	-Borough Summary of Tax Valuations, Collections and Delinquencies for the Year Ended December 31, 1986
<u>Schedule B-4</u>	-Intergovernmental Disbursements.
<u>Schedule B-5</u>	-Schedule of Inter-Fund Transfers, Year Ended December 31, 1986.
<u>Schedule B-6</u>	-Comparative Federal Revenue Sharing Actual Use Report.
<u>Schedule B-7</u>	-Detailed Statement of Indebtness, Year Ended December 31, 1986.
<u>Schedule B-7</u>	-Schedule for Non-Electoral Borrow- ing Base for the Year Ended December 31, 1986.
<u>Schedule B-8</u>	-Schedule of Federal Financial Assis- tance, Year Ended December 31, 1986.
<u>Schedule C-1</u>	-Combined Balance Sheet - All Fund types and Account Groups, December 31, 1986.
<u>Schedule C-2</u>	-Combined Statement of Revenues, Expenditures or Expenses, and Other Financing Sources and Uses for the Year Ended December 31, 1986.





WILLIAM B. MCALLISTER  
CERTIFIED PUBLIC ACCOUNTANT  
310 14TH ST.  
HONESDALE, PA. 18431  
TELEPHONE (717) 253-5005

June 22, 1987

Honorable Borough Council  
Borough of Honesdale

I have examined the cash transactions of the General Fund, the Sewer Revenue Fund, the Liquid Fuels Fund, the Revenue Sharing Fund, and the Agency and Trust Funds of the Borough of Honesdale, Commonwealth of Pennsylvania, as of December 31, 1986, and the related statements of revenues collected, expenditures paid, and changes in fund balances for the year then ended. My examination was made in accordance with generally accepted auditing standards; the standards for financial and compliance audits contained in the Standards for Audit of Governmental Organizations, Programs, Activities, and Functions, issued by the U. S. General Accounting Office; the Single Audit Act of 1984; and the provisions of OMB Circular A-128, Audits of State and Local Governments, and accordingly, included such tests of the accounting records and such other auditing procedures I considered necessary in the circumstances.

As described in Note A, the Borough's policy is to prepare its financial statements on the basis of cash receipts and disbursements, consequently, certain revenues and the related assets are recognized when received rather than when earned, and certain expenses are recognized when paid rather than when the liability is incurred. Accordingly, the accompanying financial statements are not intended to present financial position and results of operations in conformity with generally accepted accounting principles.

As described more fully in Note B, the omission of financial statements of the type cited in Note B 1, 3, 4 and 5 is a departure from generally accepted accounting principles. The financial statements presented, and supplementary schedules related thereto, are only for the funds specifically stated in the first paragraph of this report, and they are not intended to present fairly the financial position of the Borough of Honesdale, Commonwealth of Pennsylvania at December 31, 1986, or the results of its operations and the changes in the financial position of its proprietary fund types for the year then ended in conformity with generally accepted accounting principles.

The management of the Borough of Honesdale, Commonwealth of Pennsylvania, is responsible for the Borough's compliance with laws and regulations. In connection with the examination referred to above, I selected and tested transactions and records from non-major Federal financial assistance programs to determine the Borough's compliance with laws and regulations, which I believe could have a material effect on the allowability of program expenditures.

The results of my tests indicate the Borough complied with the laws and regulations related to the non major federal assistance received by the Borough.



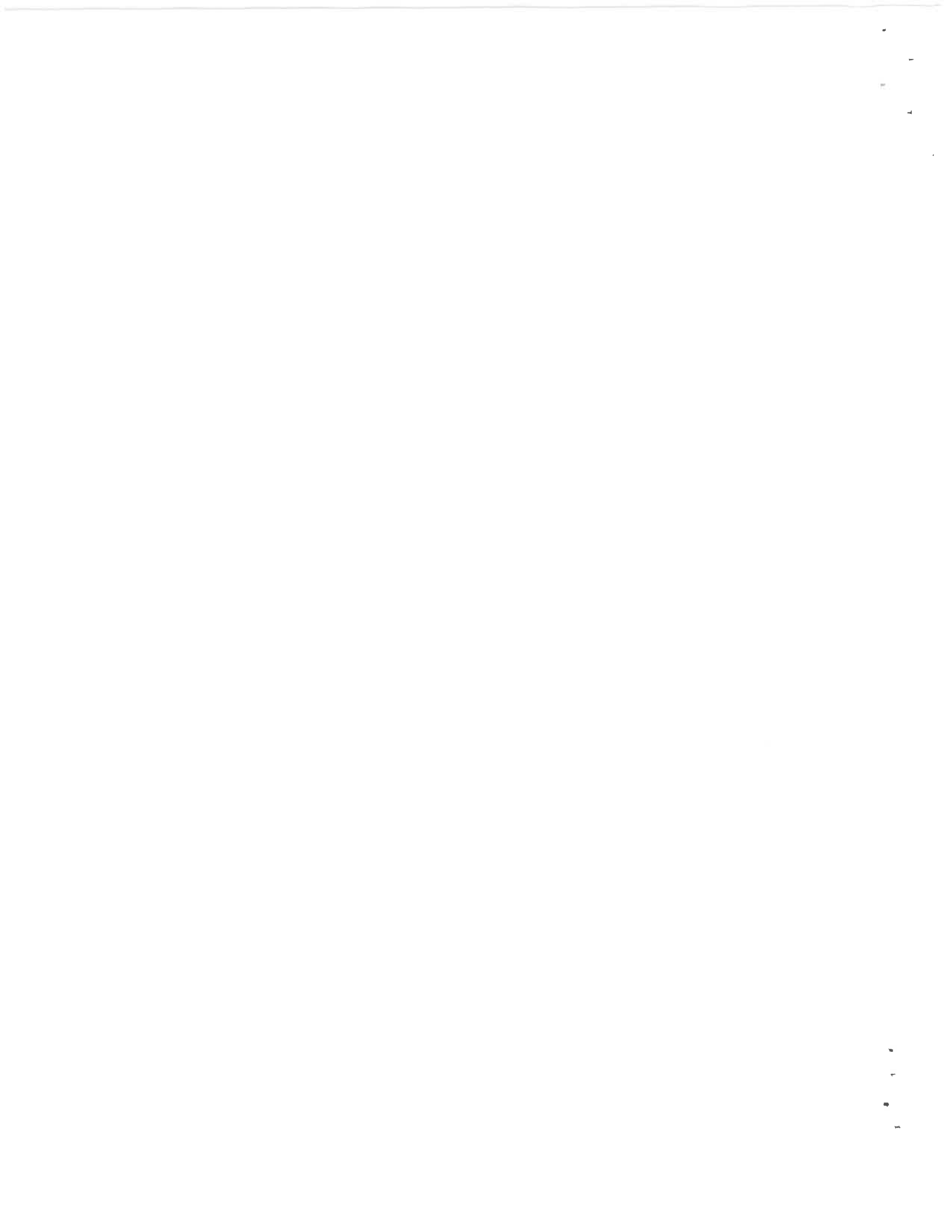
Since the Borough of Honesdale is on the cash basis of accounting, internal controls over cash were evaluated and found to be adequate in the circumstances. Other areas of internal control are deemed to be adequate for a fair presentation of receipts and expenditures reported in the financial statements.

In my opinion, except for the \$200,000 debt explained in Note E and subject to the Borough Police Pension Funds obligation to repay prior years' revenues as explained in Note F, the financial statements of the funds specifically stated in the first paragraph of this report, and the supplementary information provided, present fairly the cash transactions of the Borough of Honesdale, Commonwealth of Pennsylvania, at December 31, 1986, and its revenues collected, expenditures paid, and changes in fund balances during the year ended, on the basis of accounting described in Note A, which basis has been applied in a manner consistent with that of the preceding year.

Respectfully Submitted,

*W. B. McAllister*

William B. McAllister  
Certified Public Accountant



BOROUGH OF HONESDALE  
COUNTY OF WAYNE  
COMMONWEALTH OF PENNSYLVANIA  
COMBINED SUMMARY OF CASH RECEIPTS & FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 1986

REVENUE RECEIPTS

	<u>GENERAL FUND</u>	<u>SEWER REVENUE FUND</u>
	(SEE SCH A-1)	(SEE SCH A-9)
Refer to DCA - BLGS-30 (11-83)		
TAXES		
Foreign Insurance Taxes		
Real Estate	\$ 425,141	
Local Tax Enabling Act Taxes (Act 511 of 1965)	<u>\$ 83,494</u>	
TOTAL TAX RECEIPTS	\$ 508,635	
OTHER REVENUE		
License & Permits	\$ 5,033	
Fines, Forfeits & Costs	27,973	
Interest & Rents	5,131	\$ 418
Grants & Gifts	54,541	14,299
Department Earnings	79,027	237,700
Miscellaneous Revenue Receipts	<u>17,107</u>	
TOTAL OTHER REVENUE RECEIPTS	\$ 188,812	\$ 252,417
TOTAL REVENUE RECEIPTS	\$ 697,447	\$ 252,417
NON-REVENUE RECEIPTS		
Dividends & Interest		
Refund of Prior Yrs. Expenditures	\$ 15,917	\$ 41,278
Proceeds from Notes (Note C)	200,000	
Transfers from Other Funds	75,000	53,000
Proceeds from Sale of Assets (Note)	<u>1</u>	
TOTAL NON-REVENUE RECEIPTS	\$ 290,918	\$ 94,278
CASH BALANCE AT BEGINNING OF YEAR	\$ 3,899	\$ 967
TOTAL RECEIPTS, CASH & INVESTMENTS	<u>\$ 992,264</u>	<u>\$ 347,662</u>

The accompanying letter of transmittal and notes to financial statements are an integral part of this statement.



EXHIBIT A

STATE HIGHWAY AID FUND <u>                    </u> (SEE SCH. A2)	FEDERAL REVENUE FUND <u>                    </u> (See Sch. A3)	TRUST & AGENCY FUNDS <u>                    </u> (See Schs. A11 & A12)	TOTAL ALL FUNDS <u>                    </u> MEMO
		\$ 20,662	\$ 20,662
			425,141
			83,494
		\$ 20,662	\$ 529,297
			\$ 5,033
			27,973
			7,272
			175,796
			316,727
			\$ 17,107
			<u>549,908</u>
\$ 1,469	\$ 254		
51,551	55,405		
		-0-	
<u>\$ 53,020</u>	<u>\$ 55,659</u>	<u>\$ 20,662</u>	<u>\$1,079,205</u>
<u>\$ 53,020</u>	<u>\$ 55,659</u>		
		\$ 591	\$ 591
			57,195
			200,000
			128,000
-0-	-0-	\$ 591	<u>\$ 385,787</u>
\$ 292	\$ 249	\$ 473	\$ 5,880
<u>\$ 53,312</u>	<u>\$ 55,908</u>	<u>\$ 21,726</u>	<u>\$1,470,872</u>





BOROUGH OF HONESDALE  
COUNTY OF WAYNE  
COMMONWEALTH OF PENNSYLVANIA  
COMBINED SUMMARY OF CASH EXPENDITURES AND FUND BALANCES  
FOR THE YEAR ENDING DECEMBER 31, 1986

GOVERNMENTAL EXPENDITURES	GENERAL FUND	SEWER REVENUE FUND
Refer to DCA - BLGS - 30 (11-84)	(See SCH A-1)	(See SCH A-9)
 GENERAL GOVERNMENT		
Police Pension Fund (Note)		
Volunteer Firemens Relief Assoc.		
Administration	\$ 44,310	
Tax Collection	17,090	
Municipal Bldg. or Offices	15,357	
Protection to Persons & Property:		
Police Protection	190,797	
Fire Protection	39,823	
Bldg. Regulations, Zoning	5,746	
Health & Sanitation	3,119	
Water, Electric & Sewer		\$ 191,385
Highways	181,137	
Parks & Recreation	43,354	
Special Serv. & Conserv. & Devel	50,420	
Miscellaneous	40,115	5,688
Interest	12,221	
Municipal Authority (Note D)		56,000
 TOTAL GOVERNMENT EXPENDITURES	 \$ 643,489	 \$ 253,073
 NON GOVERNMENT EXPENDITURES		
Principal Paid on Indebtedness	\$ 226,299	
Transfers to Other Funds	53,000	\$ 75,000
TOTAL NON-GOVERNMENT EXPENDITURES	\$ 279,299	\$ 75,000
CASH BALANCE AT END OF YEAR	\$ 69,476	\$ 19,589
 TOTAL EXPENDITURES, CASH & INVESTMENTS	 \$ 992,264	 \$ 347,662

The accompanying letter of transmittal and notes to financial statements are an integral part of this statement.



<u>STATE HIGHWAY AID FUND</u> (SEE SCH: A2)	<u>FEDERAL REVENUE FUND</u> (SEE SCH. A3)	<u>TRUST &amp; AGENCY FUNDS</u> (SEE SCH'S A-11 & A-12)	<u>TOTAL ALL FUNDS</u> (MEMO)
		\$ -0-	\$ -0-
		20,662	20,662
			44,310
			17,090
			15,357
	\$ 55,633		246,430
			39,823
			5,746
			3,119
\$ 42,472			191,385
			223,609
			43,354
			50,420
			45,803
			12,221
			56,000
<u>\$ 42,472</u>	<u>\$ 55,633</u>	<u>\$ 20,662</u>	<u>\$1,015,329</u>
			\$ 226,299
			128,000
\$ -0-	\$ -0-	\$ -0-	\$ 354,299
\$ 10,840	\$ 275	\$ 1,064	\$ 101,244
<u>\$ 53,312</u>	<u>\$ 55,908</u>	<u>\$ 21,726</u>	<u>\$1,470,872</u>



BOROUGH OF HONESDALE  
HONESDALE, PENNSYLVANIA

NOTES TO FINANCIAL STATEMENTS

December 31, 1986

A) Summary of significant accounting policies:

The Borough of Honesdale has adopted the policy of preparing financial statements on the cash basis of accounting.

B) The following list comprises the basic purpose of financial statements for a State or Local Government Unit.

- 1) Combined Balance Sheet  
All fund types and account groups.
- 2) Combined statement of revenues, expenditures and changes in fund balances:  
All governmental fund types.
- 3) Combined statement of revenues, expenditures, and changes in fund balances - budget and actual: General and special revenue fund types (and similar governmental fund types for which annual budgets have been legally adopted.
- 4) Combined statement of revenues, expenses, and changes in retained earnings (or equity):  
All proprietary fund types.
- 5) Combined statement of changes in financial position: All proprietary fund types.
- 6) Notes to financial statements.

C)	Proceeds of Loans during 1986	\$200,000
	Less Tax Anticipation Note repaid	<u>200,000</u>
	General Obligation Notes Issued	<u>-0-</u>

- 1) On December 31, 1982, the Borough executed a \$30,000.00 five year General Obligation Note with the Framers and Merchants Bank at 6.59% per annum. Interest is to be paid quarterly and \$6,000.00 of Principal is due on the 31st of December each year. The outstanding balance of this obligation was \$6,000.00 on December 31, 1986.

- D) A lease agreement dated March 15, 1963 indicates that the Borough of Honesdale is the lessee of the Sewage Treatment Plant from the Municipal Authority as lessor. The Borough has agreed to lease the facilities at an annual rental of \$56,000.00 through September 15, 2003. The facilities will become the property of the Borough upon full payment of the Authorities indebtedness.



BOROUGH OF HONESDALE  
HONESDALE, PENNSYLVANIA

NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1986

E) Contingencies:

- 1) The Borough Solicitor has indicated litiga-tions pending would not result in a material loss to the Borough.
- 2) On December 9, 1980, the Borough executed a Note agreement with Honesdae National Bank in the amount of \$200,000.00. The original terms of the note included repayment over a period of 10 years at the rate of 7½% per annum on the un-paid principal balance. The monthly payment is \$2,374.10, which includes principal and inter-est. This note has been determined to be non-electoral debt and, as such, is combined with all other non-electoral debt in determining the limitations of the Borough's right to incur non-electoral debt.

NON-ELECTORAL DEBT BALANCES 12/31/86

Capital Improvement Note (See below)	\$98,166
5 year Obligation Note	<u>6,000</u>
TOTAL NON-ELECTORAL DEBT	<u>\$104,166</u>

Article VIII, Section 801 of the Pennsylvania Local Government Unit Debt Act requires certification (approval) by the Department of Community Affairs for borrowings which do not come under sections 409 or 501 of the Unit Debt Act. The Borrowing of \$200,000.00 on 12/9/80 from the Honesdale National Bank has not been approved. Therefore, Article VIII, SEction 808 indicates that such obligation is invalid and of no effect in the hands of the holder of such obligation.

Notwithstanding the invalidity of the instrument, the creditor shall be entitled to credit in any action determining such invalidity or for the re-covery for the amount of:

- a) Proceeds of the obligation unexpended by the local government unit: and
- b) The lessor of either a) the cost or fair market value whichever is lesser of any capital project, or part thereof or interest therein ac-quired by the local government unit by an expend-





BOROUGH OF HONESDALE  
HONESDALE, PENNSYLVANIA

NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1986

E) (cont'd.)

b) (cont'd)

of a portion or all of the proceeds of such obligation: or b) the remaining non-electoral borrowing capacity of the local government unit.

c) The unpaid balance of the above loan at December 31, 1986 was \$98,166.00.

Since the debt incurred does not exceed the non-electoral borrowing base and the cost or fair market value of the capital project is in excess of the funds provided, the note holder is not in a position of significant risk.

F) Borough Police Pension Fund:

An actuarial study for the year ended December 31, 1985 indicates that no contributions are required from the Borough or the officers of the Borough.

As stated in the Municipal Pension Plan Handbook for Boroughs, Towns and Townships, issued in April 1986; "The amount of state aid a municipality receives is based on the number of plan members certified, but limited to the municipality's total annual financial obligation to its pension plans." Since the Borough did not have any obligation to fund the Police Pension Plan for the year ended December 31, 1986, no funds were due from the Commonwealth. However, in 1985 the Police Pension Fund received \$24,259 which may have to be returned to the Commonwealth because the Borough had no obligation in 1985.

G) Subsequent Events:

On February 6, 1987 there was an accident at the sewer plant which involved the death of two workers at the plant. The consequences (if any) of the accident to the financial condition of the Borough are not determinable.



SUPPLEMENTARY SCHEDULES



## INSTRUCTIONS

### A. PURPOSE

One of the principles of governmental accounting is that a comprehensive annual financial report covering all funds and account groups of the governmental unit should be prepared. Another principle is that common terms and descriptions should be used consistently throughout the budget, the accounts, and the financial reports of each fund. These principles are reflected and contained in the provisions of the various local government codes and home rule charters, which require the annual financial and compliance audit of the books, records, and accounts of the local government and the reporting of the results of the audit on a form developed by the Borough, City, Town, and Township Uniform Forms Committees.

The combined forms committees have developed and approved this form, which incorporates the principles of an annual audit and the reporting of the audit. This form covers all assets, liabilities, fund equities, revenues or income, expenditures or expenses, and other financing sources and uses for all funds and accounts of your local government, including some funds and accounts that you may not have or use. This form and account coding contained in this form are uniform for all these classes of local governments in Pennsylvania and are designed for use in manual, accounting machine, or electronic data processing systems. The form is designed for use with both "single-entry" and regular, double-entry bookkeeping and for accounts kept on a cash (a basis of accounting under which transactions are recognized only when cash changes hands), modified accrual (a basis of accounting where revenues are recognized when received and expenditures are recognized when incurred), or accrual (a basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows) basis.

### B. GENERAL COMMENTS

Auditors (elected or appointed) and controllers (where elected) should review this form prior to beginning their work as an aid in preparing their audit plans and programs and organizing their working papers. The auditors or controllers should carefully identify the funds and account groups of their local government units which are subject to audit. Most local governments have a minimum of three major funds: the General Fund, the State Liquid Fuels Highway Aid Fund, and the Federal Revenue Sharing Fund. Other reportable funds and account groups may include trust funds, such as pension funds, and agency funds, such as the Fireman's Relief Fund. The form is completed only after the auditors meet, organize, plan the audit, prepare their audit program, study and evaluate internal control of assets, liabilities, revenues or income, expenditures or expenses, and other financing sources and uses, and audit, settle, and adjust the funds and account groups of their local government.



## C. FUNDS AND ACCOUNTS

The fund and account names used throughout this report form are, generally speaking, words of art meaning what such terms mean in generally accepted accounting principles (GAAP) or, where governmental use varies, in generally accepted principles of governmental accounting, auditing, and financial reporting (GAAFR).

A fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. Thus, any given fund is apt to have, for example, a few cash accounts, several revenue accounts, and many expenditure accounts.

An account is any device for recording and accumulating additions and subtractions relating to a single asset, liability, equity, revenue, expenditure, etc. Examples include Cash (asset), Due to Other Fund (liability), Unreserved Fund Balance (equity), Real Estate Taxes (revenue), and Financial Administration (expenditure).

In this form the funds are divided into three fund types: Governmental, Proprietary, and Fiduciary. See the Table of Contents.

Governmental Funds are those funds through which most local governmental functions typically are financed. The acquisition, use, and balances of the local government's expendable financial resources and the related current liabilities--except those accounted for in proprietary funds--are accounted for through governmental funds (General, Special Revenue, Capital Projects, Debt Service, and Special Assessment Funds).

Proprietary Funds are used to account for a local government's ongoing organizations and activities that are similar to those often found in the private sector (Enterprise and Internal Service Funds). Typical Enterprise Funds include Water, Sewer, Electric, and Gas Funds. A typical Internal Service Fund would be a central garage.

Fiduciary Funds are used to account for assets held by a local government in a trustee capacity or as an agent for individuals, private organizations, other governmental units, or other funds, or some combination of these (Trust and Agency Funds). Typical Trust Funds include Pension Trust Funds for police officers, firefighters, and other municipal employees. Typical Agency Funds include Volunteer Firemen's Relief and Payroll Funds.

In addition to these funds, Schedule C-1, Combined Balance Sheet, provides for information on two account groups: General Fixed Asset Account Group and General Long--Term Debt Account Group.

General Fixed Asset Account Group. Fixed assets related to specific Proprietary Funds or Trust Funds should be accounted for





through these funds. All other fixed assets should be accounted for through the General Fixed Assets Account Group. Fixed Assets include land, buildings, improvements other than buildings, machinery and equipment, and construction in progress.

General Long--Term Debt Account Group. Long--term liabilities of Proprietary Funds, Special Assessment Funds, and Trust Funds should be accounted for through those funds. All other unmatured general long-term liabilities of the governmental unit should be accounted for through the General Long-Term Debt Account Group.

The Department of Community Affairs has prepared and issued a Chart of Accounts for Pennsylvania Municipalities and this report form is based upon this chart. All assets, liabilities, fund equities, revenue or income and other financing sources, and expenditures or expenses and other financing uses may be accounted for in one of the accounts provided, and it generally will not be necessary to add new accounts to the form. Users of this report form are instructed not to write in new items unless there is no provision in the preprinted form for the account and are further instructed to analyze their particular accounts so as to properly classify them. Any local government may establish whatever subsidiary ledger accounts it desires for its own information and control purposes, but such subsidiary accounts should not be shown in this report form.

The fund and account information given above and below are based upon Codification of Governmental Accounting and Financial Report-Standards as of November 1, 1984 (Stanford, Ct.: Governmental Accounting Standards Board/Chicago, Ill.: Government Accounting Research Foundation of the Government Finance Officers Association, 1985) to which local governments are referred for further authoritative information.

#### D. SCHEDULES

This form includes three schedules. These are:

- Schedule A: Individual Fund Statements;
- Schedule B: Tables; and
- Schedule C: General Purpose Financial Statements

The financial transactions of each fund are set forth separately in Schedule A together with certain additional detail in the tables of Schedule B. It is necessary, therefore, to fill out Schedules A and B first and to make up Schedule C from the totals shown in those schedules.

1. Schedule A-1: The General Fund is a Governmental Fund type used to account for all financial resources except those required to be accounted for in another fund.
2. Schedule A-2: The State Liquid Fuels Highway Aid Fund is a Special Revenue type fund used to account for the proceeds from the State Motor License Fund. Under the act of June 1, 1956, P.L. 1944, No. 145, this fund must be kept separate from all other funds and no other moneys shall



be commingled with it. Expenditures are legally restricted to expenditures for highway purposes in accordance with Department of Transportation regulations. County liquid fuels tax payments to the local government should not be accounted for in this fund. If they were, report it and comment. Turn Back payments may be included in this fund.

3. Schedule A-3: The Federal General Revenue Sharing Fund is a Special Revenue type fund used to account for the proceeds of the federal revenue sharing entitlement and interest earned thereon and from which all expenditures should be made. Include all entitlement money and interest earnings on such money in the revenue section and account for all expenditures of this money in the expenditure portion of the fund.

4. Schedule A-4: The Special Revenue Funds are used to account for all other proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditures for specified purposes. Report special tax for street lighting here and not as a Special Assessment or as an Electric Fund. Report special tax for fire protection or fire hydrants here and not as a Special Assessment or as a Water Fund.

5. Schedule A-5: The Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds, special assessment funds, and trust funds). General Obligation Bond Funds, Capital Grants Funds, and Capital Reserve Funds are examples.

6. Schedule A-6: The Sinking Funds are used to account for the accumulation of resources for, and the payment of, general long--term debt principal and interest and in Pennsylvania, in certain cases, Tax and Revenue Anticipation Note principal and interest.

7. Schedule A-7: The Special Assessment Funds are used to account for financing of public improvements or services deemed to benefit the properties against which special assessments are levied. Report special assessments for street lighting here and not as a Special Revenue or as an Electric Fund. Report special assessments for fire hydrants here and not as a Special Revenue or as a Water Fund.

8. Schedule A-8: The Water Fund is an Enterprise Fund type used to account for the operation of the water supply system where this is owned and operated by the local government. The water system is a public utility service, which should be maintained on a self-supporting basis. Its transactions are to be reported separately from the General Fund.

9. Schedule A-9: The Sewer Fund is an Enterprise Fund type used to account for the operation of the sewer system where it is operated as a public utility and not included as a regular function in the General Fund.

10. Schedule A-10: The Other Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises--where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and



services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

11. Schedule A-11: The Pension Trust Funds are Fiduciary Fund types used to account for assets held by the local government in a trustee capacity for its public employee retirement programs.

12. Schedule A-12: The Agency Funds are Fiduciary Fund types used to account for assets held by a local government as an agent for individuals, private organizations, other governmental units, or other funds. These are purely custodial accounts (assets equal liabilities) and, thus, do not involve measurement of results of operations. They come into existence because the local government, in its capacity as agent for accomplishing some particular mission, becomes incidentally a custodian of assets.

13. Schedule B-1: Changes in Marketable Securities and Investments accounts for changes in marketable securities and investments held by the local government. Include all securities and investments held in the respective funds at the beginning and end of the year.

14. Schedule B-2: Cash and Investment Assets at End of Fiscal Year provides needed detail on the nature of these local government resources. It is designed to replace Form F-21A formerly sent to local governments by the Bureau of the Census, U. S. Department of Commerce.

15. Schedule B-3: The Tax Statement provides needed detail on the nature of this resource.

16. Schedule B-4: Intergovernmental Disbursements provides needed detail on the nature of lease rental payments and other payments to other governmental type entities to enable the preparation of statistical data showing statewide, total governmental revenues and expenditures without double counting. It is no longer necessary to provide these data by notes at the bottom of the page.

17. Schedule B-5: Interfund Operating Transfers provides a summary of operating transfers among the various funds contained in Schedule A and is a useful working paper for auditors and controllers. Operating transfers recorded in this schedule must, of course, also be recorded in the proper funds in Schedule A. For a more complete discussion of Interfund Operating Transfers, see the explanation for Account 392 below.

18. Schedule B-6: Comparative Federal General Revenue Sharing Actual Use Report provides needed comparative data on budgeted and actual expenditures of federal general revenue sharing entitlements for current and capital expenditures. It covers such money whether expended from the Federal General Revenue Sharing Fund or some other fund. It is designed to replace Form RS-9F formerly sent to local governments by the Bureau of the Census, U. S. Department of Commerce.









Assets. Property, resources, or things of value owned or held by a local government that have monetary value.

100 Cash. Currency, coin, checks, postal and express money orders, and bankers' drafts on hand or on deposit both in regular and petty cash accounts with an official or agent designated as custodian of cash and bank deposits or fiscal agents. Examples would be regular checking accounts, payroll checking accounts, savings accounts, certificates of deposit, other temporary deposits, petty cash, etc.

120 Investments. Assets held for the production of income in the form of interest, dividends, rentals, or lease payments. Normally these are securities, but in certain circumstances that are rare in small local governments, these include real estate that is held for the production of income rather than for use in governmental operations.

Liabilities. Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date; that is, amounts owed by the local government, whether or not due for payment. This term does not include encumbrances.

Fund Equity. Represents the excess (or deficiency) of the asset balances over the liability balances. In Governmental Funds it is called Fund Balance and in Proprietary Funds, Retained Earnings. These accounts may be thought of as showing the "net worth" of the fund.

271 Reserves. (1) Accounts used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure; and

278 (2) accounts used to earmark a portion of fund equity as legally segregated for a specific future use. Examples include Fund Balance Reserved for Debt Service, Endowments, Encumbrances, Inventory of Supplies, Prepaid Items, Noncurrent Loans Receivable, Fixed Assets Held for Resale, and Retirement Pay/Pension Fund Matters, and Retained Earnings Reserved for Debt Related Matters.

279 Unreserved Fund Balance. The unreserved fund equity of Governmental Funds and Trust Funds.

289 Unreserved Retained Earnings. An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

#### E. REVENUES AND OTHER FINANCING SOURCES

300 Taxes. Include all taxes levied by the local government including penalties and interest on delinquent taxes. DO NOT include taxes collected for other taxing jurisdictions and taxes levied and collected by other governments such as Federal and State even though such taxes may be distributed to the local government.

320 Licenses and Permits. Include payments by any individual or agency for any privilege or grant of authority from the local government.



Do not include licenses collected for the Commonwealth or other units of government.

- 330 Fines and Forfeits. Fines include monies derived from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for the neglect of official duty. Forfeits includes monies derived from confiscating deposits held as performance guarantees.
- 340 Interest, Rents, and Royalties. Interest earnings include earnings from temporary interest bearing deposits or investments and the excess from the sale of temporary investments over the purchase price thereof. Rents include revenue derived from the rental received for use of local government owned assets.
- 350 Intergovernmental Revenues. Revenues from other governments in the form of operating grants, capital grants, entitlements, shared revenues, or payments in lieu of taxes.
- 360 Charges for Services. Charges for current services. Include payments by any individual or agency made in return for specific service performed by a municipal official or employee.
- 380 Miscellaneous Revenues. Include revenue that is not an expenditure or expense reduction or otherwise provided for in the revenue and other financing sources chart of accounts.
- 390 Other Financing Sources.
- 391 Proceeds of General Fixed Asset Disposition. Includes amounts realized on sale of general fixed assets (land, buildings, improvements other than buildings, and machinery and equipment) and compensation for loss of general fixed assets.
- 392 Interfund Operating Transfers. These are recurring periodic transfers between funds made primarily for the purpose of shifting resources from one fund to another. It does NOT include, interfund loans; interfund advances; transactions between funds that would be treated as revenues, expenditures, or expenses if they involved organizations external to the local government (quasi-external); transactions between funds that reimburse a fund for expenditures made by it on behalf of another fund; nonrecurring transfers between funds made in compliance with special statutes or ordinances that do not qualify as revenues or expenditures to the receiving or disbursing funds (residual equity transfers); acquisition of general fixed assets; or creation of general long--term debt or repayment of principal of general long--term debt.
- 393 Proceeds of General Long--Term Debt. Includes proceeds from sale of bonds and notes with maturities in excess of one year.



394 Refunds of Prior Year Expenditures. Include here when not accounted for as a credit to an Expenditure or Expense account or as a Prior Period Adjustment by a credit to a Fund Equity account.

F. EXPENDITURES OR EXPENSES AND OTHER FINANCING USES

- 400 General Government. Charged with all expenditures for the legislative branch, the chief executive officer, and other top-level auxiliary and staff agencies in the administrative branch of the local government.
- 410 Public Safety. A major function of local government that has as its objective the protection of persons and property.
- 420 Health and Welfare. Health is a major function of local government that includes all activities involved in the conservation and improvement of public health. Welfare is a major function of local government that includes all activities designed to provide public assistance and institutional care for individuals who are economically unable to provide essential needs for themselves.
- 426 Public Works--Sanitation. A major function of local government that includes all activities involved in the removal and disposal of sewage and other types of waste matter.
- 430 Public Works--Highways, Roads, and Streets. This group includes accounts for recording expenditures for the construction, maintenance, and repair of highways, roadways, streets, walkways, bridges (stationary and movable), viaducts, grade separations, trestles, railroad crossings, etc.
- 440 Public Works--Other Public Works and Enterprises. Includes such enterprises as airports, cemeteries, electric systems, gas systems, markets, parking facilities, storm water management and flood control, transit systems, water systems, and water transport and terminal facilities.
- 450 Culture--Recreation. Includes all cultural and recreational activities maintained for the benefit of resident citizens and visitors.
- 460 Conservation and Development. Includes expenditures for activities designed to conserve and develop natural resources, for planning and provision of adequate housing, and for the redevelopment of substandard and blighted physical facilities in urban areas.
- 470 Debt Service. Includes interest and principal payments on general long--term debt and in certain circumstances Tax and Revenue Anticipation Notes.
- 480 Miscellaneous Expenditures or Expenses. Report expenditures that cannot be properly classified under or allocated to the foregoing functions and activities nor to the following Other Financing Uses.



490 Other Financing Uses.

491 Refunds of Prior Year Revenues. Report here when not accounted for as a debit to a Revenue account or as a Prior Period Adjustment by a debit to a Fund Equity account.

492 Interfund Operating Transfers. Recurring periodic transfers between funds made primarily for the purpose of shifting resources from one fund to another. For a more complete explanation, please see account number 392.

## G. EXPENSE COST OBJECTS

- .10 Personal Services includes expenditures for salaries, wages, and to related employee benefits provided for all persons employed by a local government including elected and appointed officials.
- .19 Employee benefits include employer contributions to a retirement system, insurance, sick leave, terminal pay, and similar benefits.
- .20 Supplies includes articles and commodities that are consumed or to materially altered when used. These include Office Supplies,
- .29 Operating Supplies, Repair and Maintenance Supplies, and Small Tools and Minor Equipment.
- .30 Other Services and Charges include expenditures for services other to than personal services that are required by the local government in the administration of its assigned functions or which are legally or morally obligatory on it. These include Professional Services, Communication, Advertising, Printing and Binding, Insurance, Public Utility Services, Repairs and Maintenance, and Rentals.
- .49
- .50 Contributions, Grants and Subsidies includes contributions, grants, to and subsidies to individuals, institutions, other governments, and
- .59 nongovernmental organizations.
- .60 Capital Construction includes outlays that result in the construction to of or construction of additions to fixed assets (buildings, improvements
- .69 other than buildings, and machinery and equipment).
- .70 Capital Purchases includes outlays that result in the acquisition of or to additions to fixed assets (land, buildings, improvements other than
- .79 buildings, and machinery and equipment).

## H. ADDITIONAL INFORMATION

These instructions are not intended to tell you how to audit. Publications on auditing in general and on governmental auditing in particular are available commercially. The Department of Community Affairs presents courses on auditing annually and makes available an Auditors Guide.





For information on training, contact:

Municipal Training Division  
 Bureau of Local Government Services  
 Department of Community Affairs  
 Post Office Box 155  
 Harrisburg, Pennsylvania 17108-0155  
 Telephone: 717-787-5177.

For a copy of the Auditors Guide, attend a Department of Community Affairs auditors training class or contact:

Publications Office  
 Department of Community Affairs  
 Post Office Box 155  
 Harrisburg, Pennsylvania 17108-0155  
 Telephone: 717-787-6162.

For technical assistance, contact:

Municipal Statistics and Records Division  
 Bureau of Local Government Services  
 Department of Community Affairs  
 Post Office Box 155  
 Harrisburg, Pennsylvania 17108-0155  
 Telephone: 717-787-7158;

Municipal Consulting Services Division  
 Bureau of Local Government Services  
 Department of Community Affairs  
 Post Office Box 155  
 Harrisburg, Pennsylvania 17108-0155  
 Telephone: 717-787-7148;

Central Regional Office  
 Department of Community Affairs  
 2101 North Front Street  
 Harrisburg, Pennsylvania 17110  
 Telephone: 717-787-7347;

Northeast Regional Office  
 Department of Community Affairs  
 360 State Office Building  
 100 Lackawanna Avenue  
 Scranton, Pennsylvania 18503  
 Telephone: 717-961-4571;

Northwest Regional Office  
 Department of Community Affairs  
 Third Floor, Carlisle Building  
 824 Peach Street  
 Erie, Pennsylvania 16501  
 Telephone: 814-871-4241;



Southeast Regional Office  
Department of Community Affairs  
908 State Office Building  
Broad and Spring Garden Streets  
Philadelphia, Pennsylvania 19130  
Telephone: 215-351-2256; or

Southwest Regional Office  
Department of Community Affairs  
413 State Office Building  
300 Liberty Avenue  
Pittsburgh, Pennsylvania 15222  
Telephone: 412-565-5002.



Acc't No.	Classification		Total
	ASSETS, JANUARY 1	Omit Cents	Omit Cents
100 †	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)	\$ 3899	
120 †	Investments		
	Receivables		
140-44	Taxes Receivable		
145	Accounts Receivable		
121-25	Special Assessments Receivable		
136&39	Accrued Interest Receivable		
130	Due from Other Funds		
135	Due from Other Governments		
133	Advances to Other Funds		
150	Inventory of Materials and Supplies		
	Other Assets		
†	Total Assets		\$3899
	LESS: LIABILITIES, JANUARY 1		
200	Payables		
200.10	Vouchers Payable	\$	
200.20	Accounts Payable		
200.30	Judgments Payable		
200.60	Contracts Payable		
201	Accrued Wages Payable		
210	Payroll Taxes and Other Payroll Withholdings Payable		
230	Due to Other Funds		
235	Due to Other Governments		
252	Deferred Revenues		
	Other Current Liabilities		
	Total Liabilities		\$
271-78	LESS: FUND BALANCE RESERVES, JANUARY 1		
279 †	UNRESERVED FUND BALANCE, JANUARY 1 (Assets less Liabilities less Reserves)		\$3899
	REVENUES AND OTHER FINANCING SOURCES		
	TAXES	>Tax Rate <	Omit Cents
301.00	Real Estate Taxes		\$425,141
305.00	Occupation Taxes (levied under municipal code--NOT Act 511)		
308.00	Residence Taxes (levied by cities of the third class)		
	Local Tax Enabling Act (Act 511) Taxes		
310.00	Per Capita Taxes		13,150
310.10	Real Estate Transfer Taxes		62,763
310.20	Earned Income Taxes ("Wage" Taxes)		
310.30	Mercantile Taxes		
310.40	Occupation Taxes (levied under Local Tax Enabling Act (Act 511))		7,581
310.50	Occupational Privilege Taxes		
310.60	Admissions Taxes		
310.70	Mechanical Devices Taxes		
310.80	Business Privilege Taxes		
310.90	Other Local Tax Enabling Act (Act 511) Taxes		

Acc't No.	Classification		Total
	Revenues and Other Financing Sources--Continued		
319.00	TAXES--Penalties and Interest on Delinquent Taxes	Omit Cents	Omit Cents
319.01	Real Property Taxes	\$	
319.05	Occupation Tax (levied under municipal code)		
319.08	Residence Tax (levied by cities of the third class)		
319.10	Per Capita Tax		
319.12	Earned Income Tax		
	Other Local Tax Enabling Act (Act 511) Taxes (Please list)		
319.			
319.			
319.			
319.			
319.			
300.00	TOTAL TAXES		\$ 508,635
	LICENSES AND PERMITS		5,033
320.00	TOTAL LICENSES AND PERMITS		\$ 5,033
		CDBG	27,923
	FINES AND FORFEITS		50
330.00	TOTAL FINES AND FORFEITS		\$ 27,973
	INTEREST, RENTS, AND ROYALTIES		
341.00	Interest Earnings	\$ 2756	
342.00	Rents and Royalties	2375	
340.00	TOTAL INTEREST, RENTS, AND ROYALTIES		\$ 5131
	INTERGOVERNMENTAL REVENUES		
351.00	Federal Capital and Operating Grants		
351.03	Highways and Streets	\$ 2,242	
351.09	Urban Redevelopment and Assistance		
351.99	All Other Federal Capital and Operating Grants		
352.00	Federal Shared Revenues and Entitlements		
352.08	National Forest Products (for Roads through County)		
352.99	All Other Federal Shared Revenues and Entitlements		
353.00	Federal Payments in Lieu of Taxes		
354.00	State Capital and Operating Grants		
354.03	Highways and Streets	8,381	
354.09	Urban Redevelopment and Assistance (CDBG)	33,251	
354.99	All Other State Capital and Operating Grants	11,709	
355.00	State Shared Revenues and Entitlements		
355.01	Public Utility Realty Tax	5,769	
355.08	Alcoholic Beverage Taxes (Beverage Licenses)	2,300	
355.99	All Other State Shared Revenues and Entitlements, State Pol., Vehicle Pla.	5,599	
356.00	State Payments in Lieu of Taxes		
357.00	Local Government Units Capital and Operating Grants		
357.03	Highways and Streets		
357.99	All Other Local Government Units Capital and Operating Grants		
358.00	Local Government Units Shared Revenues and Entitlements		
359.00	Local Government Units Payments in Lieu of Taxes		
350.00	TOTAL INTERGOVERNMENTAL REVENUES		\$ 69,251

Acc't No.	Classification					Total
	Revenues and Other Financing Sources--Continued					
	<b>CHARGES FOR SERVICES (Departmental Charges or Earnings)</b>	<b>Omit Cents</b>				<b>Omit Cents</b>
361.00	General Government	\$				
362.00	Public Safety					
363.00	Highways and Streets					
363.20	Parking (Parking Meters, Parking Permits, etc.)	12,097	42,514	54,611		
363.99	All Other Charges for Highways and Streets Services					
364.00	Sanitation					
364.10	Wastewater (Sewerage) Charges (where not in enterprise fund)					
364.30	Solid Waste Collection and Disposal (Garbage, etc.) Charges					
364.99	All Other Charges for Sanitation Services					
365.00	Health					
367.00	Culture--Recreation					17,319
378.00	Water System (where not accounted for in enterprise fund)					
379.00	Other Charges for Services <b>Police Serv. 1,339+5,750</b>					7,097
360.00	<b>TOTAL CHARGES FOR SERVICES</b>					<b>\$ 79,027</b>
	<b>MISCELLANEOUS REVENUES</b>					
383.00	Special Assessments (where not in Special Assessment Funds) (List purpose)					
	<b>Street Openings</b>	\$ 225				
	<b>CDBG Fund Sewer charge</b>	522				
387.00	Contributions and Donations from Private Sources	1,200				
389.00	Other Miscellaneous Revenues	450				
380.00	<b>TOTAL MISCELLANEOUS REVENUES</b>					<b>\$ 2,397</b>
	<b>OTHER FINANCING SOURCES</b>					
391.00	Proceeds of General Fixed Asset Dispositions	\$ 1				
392.00	Interfund Operating Transfers in from Other Funds	75,000				
393.00	Proceeds of General Long--Term Debt					
394.00	Proceeds of Tax and Revenue Anticipation Notes (where not credited to a Liability account--see Notes at end of Fund)	200,000				
395.00	Refunds of Prior Year Expenditures	15,917				
390.00	<b>TOTAL OTHER FINANCING SOURCES</b>					<b>\$ 290,917</b>
	<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b> (Sum of Accounts 300, 320, 330, 340, 350, 360, 370, 380, and 390)					<b>\$ 986,365</b>
	<b>TOTAL AVAILABLE (Reserved and Unreserved Fund Balances plus Total Revenues and Other Financing Sources) (Should equal Total Expended and Unexpended)</b>					<b>\$ 992,264</b>
	<b>EXPENDITURES AND OTHER FINANCING USES</b>	Personal Services .10--.19	Other Operating Expenditures .20--.59	Capital Construction .60--.69	Capital Purchases .70--.79	
	<b>GENERAL GOVERNMENT</b>	<b>Omit Cents</b>	<b>Omit Cents</b>	<b>Omit Cents</b>	<b>Omit Cents</b>	
400	Legislative (Governing) Body	\$	\$ 11,989	\$	\$	\$ 23,255
401	Executive (Mayor or Manager)	1,609				1,609
402	Financial Administration	2,675				2,675
403	Tax Collection	14,943	2,147			17,090
404	Law (Solicitor, etc.)	2,797	125			2,922
405	Clerk/Secretary	13,049				13,049
406	Personnel Administration					
407	Data Processing					
408	Engineer					
409	Gen. Gov't Buildings & Plant	3,916	11,441			15,357
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$ 51,055</b>	<b>\$ 25,702</b>	<b>\$</b>	<b>\$</b>	<b>\$ 76,757</b>

Acc't No.	Classification Expenditures and Other Financing Uses	Personal Services .10--.19	Other Operating Expenditures .20--.59	Capital Construction .60--.69	Capital Purchases .70--.79	Total
		Omit Cents	Omit Cents	Omit Cents	Omit Cents	Omit Cents
	<b>PUBLIC SAFETY</b>					
410	Police	\$126,774	\$ 54,277	\$	\$ 9,746	\$190,797
411	Fire	4,302	35,521			39,823
412	Ambulance/Rescue					
413	Protective Inspection					
414	Planning and Zoning	1,327	4,419			5,745
415	Emergency Management					
416	Militia and Armories					
417	Exam. of Licensed Occupations					
418	Public Scales					
419	Other Public Safety					
	<b>TOTAL PUBLIC SAFETY</b>	<b>\$132,403</b>	<b>\$ 94,217</b>	<b>\$</b>	<b>\$ 9,746</b>	<b>\$236,366</b>
	<b>HEALTH AND WELFARE</b>					
421	Health	\$	\$	\$	\$	\$
422	Government Unit Hospitals					
423	Other Hospitals					
424	Public Comfort Stations					
425	Welfare					
	<b>TOTAL HEALTH AND WELFARE</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
	<b>PUBLIC WORKS--SANITATION</b>					
427	Solid Waste (Garbage, etc.)	\$	\$ 3,119	\$	\$	\$ 3,119
428	Weed Control					
429	Wastewater (Sanitary Sewers)					
	<b>TOTAL SANITATION</b>	<b>\$</b>	<b>\$ 3,119</b>	<b>\$</b>	<b>\$</b>	<b>\$ 3,119</b>
	<b>PUBLIC WORKS--HIGHWAYS</b>					
	Highway Maintenance:					
430	General Services	\$ 13,931	\$ 52,837	\$	\$ 1,098	\$ 67,866
431	Cleaning of Streets	10,134	54			10,188
432	Snow and Ice Removal	9,694	13,203			22,897
433	Traffic Signals, Signs, etc.	1,100	509			1,615
434	Street Lighting		53,934			53,934
435	Sidewalks and Crosswalks	1,200	454			1,690
436	Storm Sewers and Drains		2,020			2,020
437	Repairs of Tools & Machinery		11,443			11,443
438	Highways and Bridges	1,365	6,509			8,874
439	Construction and Rebuilding					
	<b>TOTAL HIGHWAYS, ROADS, ETC.</b>	<b>\$ 37,930</b>	<b>\$142,103</b>	<b>\$</b>	<b>\$ 1,098</b>	<b>\$ 181,131</b>
	<b>OTHER PUB. WORKS &amp; ENTERPRISES</b>					
440	Airports	\$	\$	\$	\$	\$
441	Cemeteries					
442	Electric System					
443	Gas System					
444	Markets					
445	Parking Facilities	10,725	2,250			12,975
446	Storm Water and Flood Control					
447	Transit System					
448	Water System					
449	Water Transport & Terminals					
	<b>TOTAL OTHER PUBLIC WORKS</b>	<b>\$ 10,725</b>	<b>\$ 2,250</b>	<b>\$</b>	<b>\$</b>	<b>\$ 12,975</b>



Acc't No.	Classification Expenditures and Other Financing Uses	Personal Services .10--.19	Other Operating Expenditures .20--.59	Capital Construction .60--.69	Capital Purchases .70--.79	Total
	<b>CULTURE--RECREATION</b>	Omit Cents	Omit Cents	Omit Cents	Omit Cents	Omit Cents
451	Administration	\$	\$	\$	\$	\$
452	Participant Recreation	13,256				
453	Spectator Recreation					13,256
454	Parks	6,527	23,571			
455	Shade Trees					30,098
456	Libraries					
457	Civil & Military Celebrations					
458	Senior Citizens' Centers					
459	Other Culture--Recreation					
	<b>TOTAL CULTURE--RECREATION</b>	\$19,783	\$23,571	\$	\$	\$43,354
	<b>CONSERVATION AND DEVELOPMENT</b>					
461	Conserv. of Natural Resources	\$	\$	\$	\$	\$
463	Urban Redevelopment & Housing		37,445			
465	Econ. Development & Assist.					37,445
466	Economic Opportunity					
468	Other Conserv. & Development					
	<b>TOTAL CONSERV. &amp; DEVELOPMENT</b>	\$	\$37,445	\$	\$	\$37,445
	<b>DEBT SERVICE*</b>					
471	Debt Principal*	\$	\$26,299	\$	\$	\$26,299
471	Tax Anticipation Note Princ.*		200,000			200,000
472	Debt Interest*		0,654			0,654
472	Tax Anticipation Note Inter.*		3,567			3,567
475	Fiscal Agent's Fees					
	<b>TOTAL DEBT SERVICE</b>	\$	\$30,520	\$	\$	\$30,520
	<b>MISCELLANEOUS EXPENDITURES</b>					
481	Intergov'tmental Expenditures	\$	\$	\$	\$	\$
482	Judgments and Losses					
483	Retirement Fund Contributions					
484	Workers Compensation Contrib.					
485	Unemployment Compensation					
486	Insurance Premiums					
487	Other Employee Benefits		40,115			
489	Other Misc. Expend. (list)					40,115
	<b>TOTAL MISCELLANEOUS EXPEND.</b>	\$	\$40,115	\$	\$	\$40,115
	<b>OTHER FINANCING USES</b>					
491	Refunds of Prior Year Revenue	\$	\$	\$	\$	\$
492	Interfund Operating Transfers		53,000			53,000
	<b>TOTAL OTHER FINANCING USES</b>	\$	\$53,000	\$	\$	\$53,000
	<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	\$	\$22,748	\$	\$	\$22,748

\*See Notes on next page.

Acc't No.	Classification	Total
	ASSETS, DECEMBER 31	Omit Cents
100 †	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)	\$ 69,476
120 †	Investments	
	Receivables	
140-44	Taxes Receivable	
145	Accounts Receivable	
121-25	Special Assessments Receivable	
136&39	Accrued Interest Receivable	
130	Due from Other Funds	
135	Due from Other Governments	
133	Advances to Other Funds	
150	Inventory of Materials and Supplies	
	Other Assets	
†	Total Assets	\$ 69,476
	LESS: LIABILITIES, DECEMBER 31	
200	Payables	
200.10	Vouchers Payable	\$
200.20	Accounts Payable	
200.30	Judgments Payable	
200.60	Contracts Payable	
201	Accrued Wages Payable	
210	Payroll Taxes and Other Payroll Withholdings Payable	
230	Due to Other Funds	
235	Due to Other Governments	
252	Deferred Revenues	
	Other Current Liabilities	
	Total Liabilities	\$
271-78	LESS: FUND BALANCE RESERVES, DECEMBER 31	\$
279 †	UNRESERVED FUND BALANCE, DEC. 31 (Assets less Liabilities less Reserves)	\$ 69,476
	TOTAL EXPENDED AND UNEXPENDED (Total Expenditures and Other Financing Uses plus Reserved and Unreserved Fund Balance) (Should equal Total Available)	\$ 992,264

NOTE: Debt Principal and Interest, except for Small Borrowing for Capital Purposes and Tax and Revenue Anticipation Notes, normally is paid out of a Debt Service Fund called a Sinking Fund, Coupon Fund, etc. Report only that Debt Service in the General Fund that was, in fact, paid directly out of the General Fund. Note that General Funds often disburse money by Interfund Operating Transfers to Debt Service Funds, which, in turn, then pay the Debt Principal or Debt Interest or both.

If Tax and Revenue Anticipation Notes are not accounted for as Current Liabilities but are treated as Other Financing Sources, report the proceeds of their sale at Account 394. If repayment of these notes is not accounted for as a reduction of a Current Liability but is treated as an Other Financing Use, report the principal repayment at Account 471. In any event, report interest payments made on such notes at Account 472 of the fund making the expenditure; see above.

Retirement Pay and Pension Fund Contributions, Workers Compensation Contributions, Unemployment Compensation Contributions, Insurance Premiums, and Other Employee Benefits should be reported separately only to the extent that such expenditures cannot be allocated to specific functions and activities.

Acc't No.	Classification					Total
	ASSETS, JANUARY 1					Omit Cents
100 +	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)				\$	292
120 +	Investments					
130	Due from Other Funds					
	Other Assets					
+	Total Assets					\$ 292
	LESS: LIABILITIES, JANUARY 1					
200	Payables				\$	
230	Due to Other Funds					
	Other Liabilities					
	Total Liabilities					\$
271-78	LESS: FUND BALANCE RESERVES, JANUARY 1					\$
279 +	UNRESERVED FUND BALANCE, JANUARY 1 (Assets less Liabilities less Reserves)					\$
						292
	REVENUES AND OTHER FINANCING SOURCES					
341	Interest Earnings				\$	1,469
355.05	Liquid Fuels Tax & Fuel Use Tax from State Motor License Fund					51,551
355.14	Turn Back of Roads Maintenance Payment from State					
363.50	Charges for Contracted Highway and Street Work					
	Other Revenues					
392	Other Financing Sources--Interfund Operating Transfers in					
	TOTAL REVENUES AND OTHER FINANCING SOURCES					\$ 53,020
	TOTAL AVAILABLE (Reserved and Unreserved Fund Balances plus Total Revenues and Other Financing Sources) (Should equal Total Expended and Unexpended)					\$ 53,312
	EXPENDITURES AND OTHER FINANCING USES	Personal Services	Other Operating Expenditures	Capital Construction	Capital Purchases	
	PUBLIC WORKS-- HIGHWAYS, ROADS, AND STREETS	.10--.19	.20--.59	.60--.69	.70--.79	
	Highway Maintenance	Omit Cents	Omit Cents	Omit Cents	Omit Cents	
430	General Services	\$	\$	\$	\$	\$
431	Cleaning of Streets & Gutters	4,560				
432	Snow and Ice Removal	15,794				
433	Traffic Signals, Signs, etc.					
434	Street Lighting					
435	Sidewalks and Crosswalks					
436	Storm Sewers and Drains	2,985				
437	Repairs of Tools & Machinery	1,363				
438	Highways and Bridges	17,770				
439	Hwy. Construction & Rebuilding					
492	Interfund Operating Transfers					
	TOTAL EXPENDITURES	\$ 42,472	\$	\$	\$	\$ 42,472
	ASSETS, December 31					
100 +	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)				\$	10,340
120 +	Investments					
130	Due from Other Funds					
	Other Assets					
+	Total Assets					\$ 10,340
	LESS: LIABILITIES, DECEMBER 31					
200	Payables				\$	
230	Due to Other Funds					
	Other Liabilities					
	Total Liabilities					\$
271-78	LESS: FUND BALANCE RESERVES, DECEMBER 31					\$
279 +	UNRESERVED FUND BALANCE, DEC. 31 (Assets less Liabilities less Reserves)					\$
						10,340
	TOTAL EXPENDED AND UNEXPENDED (Total Expenditures and Other Financing Uses plus Reserved and Unreserved Fund Balances) (Should equal Total Available)					\$ 53,312

Acc't No.	Classification					Total
	ASSETS, JANUARY 1					Omit Cents
100 †	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)					\$ 249
120 †	Investments					
130	Due from Other Funds					
135	Due from Other Governments					
145	Accounts Receivable					
	Other Assets					
†	Total Assets					\$ 249
	LESS: LIABILITIES, JANUARY 1					
200	Payables					\$
230	Due to Other Funds					
	Other Liabilities					
	Total Liabilities					\$
271-78	LESS: FUND BALANCE RESERVES, JANUARY 1					\$
279 †	UNRESERVED FUND BALANCE, JANUARY 1 (Assets less Liabilities less Reserves)					\$ 249
	REVENUES AND OTHER FINANCING SOURCES					
	Interest, Rents, and Royalties					
341	Interest Earnings					\$ 254
	Intergovernmental Revenues					
352.07	Federal General Revenue Sharing Entitlement					59,405
	Other Revenues					
	Other Financing Sources					
392	Interfund Operating Transfers in from Other Funds					
	TOTAL REVENUES AND OTHER FINANCING SOURCES					\$ 55,659
	TOTAL AVAILABLE (Reserved and Unreserved Fund Balances plus Total Revenues and Other Financing Sources) (Should equal Total Expended and Unexpended)					\$ 55,908
	EXPENDITURES AND OTHER FINANCING USES	Personal Services	Other Operating Expenditures	Capital Construction	Capital Purchases	
		.10--.19	.20--.59	.60--.69	.70--.79	
		Omit Cents	Omit Cents	Omit Cents	Omit Cents	
400-09	General Government--	\$	\$	\$	\$	
	Public Safety--					
410	Police	55,633				55,633
411	Fire					
412-18	Other Public Safety					
419	Corrections					
	Health and Welfare--					
421	Health					
422&23	Hospitals					
424&25	Other Health and Welfare					
427	Public Works--					
427	Sanitation--Solid Waste					
428	--Weed Control					
429	--Wastewater					
	Public Works--					
430-39	Highways, Roads & Streets					

Acc't No.	Classification	Personal Services .10--.19	Other Operating Expenditures .20--.59	Capital Construction .60--.69	Capital Purchases .70--.79	Total
	Expenditures and Other Financing Uses--Continued					
	Public Works--	Omit Cents	Omit Cents	Omit Cents	Omit Cents	Omit Cents
440-49	Other Public Works and Enterprises (List)					
		\$	\$	\$	\$	\$
	Culture--Recreation--					
451-54	Parks and Recreation					
455	Shade Trees					
456	Libraries					
457-59	Other Culture--Recreation					
460-69	Conservation & Development					
	Debt Service					
471	Debt Principal					
471.70	Tax & Revenue Anticipation Note Prin.					
472	Debt Interest					
472.70	Tax & Revenue Anticipation Note Int.					
475	Fiscal Agent's Fees					
480-89	Miscellaneous Expenditures (Please list)					
490-99	Other Financing Uses					
	TOTAL EXPENDITURES AND OTHER FINANCING USES	\$ 55,633	\$	\$	\$	\$ 55,633
	ASSETS, DECEMBER 31					
100 †	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)				\$ 275	
120 †	Investments					
130	Due from Other Funds					
135	Due from Other Governments					
145	Accounts Receivable					
	Other Assets					
†	Total Assets					\$ 275
	LESS: LIABILITIES, DECEMBER 31					
200	Payables				\$	
230	Due to Other Funds					
	Other Liabilities					
	Total Liabilities					\$
271-78	LESS: FUND BALANCE RESERVES, DECEMBER 31					\$
279 †	UNRESERVED FUND BALANCE, DEC. 31 (Assets less Liabilities less Reserves)					\$ 275
	TOTAL EXPENDED AND UNEXPENDED (Total Expenditures and Other Financing Uses plus Reserved and Unreserved Fund Balances) (Should equal Total Available)					\$ 55,908

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Acc't No.	Classification	Omit Cents	Total
	<b>CURRENT ASSETS, ETC., JANUARY 1</b>		<b>Omit Cents</b>
100 †	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)	\$ 967	
120 †	Investments		
	Receivables		
145	Accounts Receivable		
121-25	Special Assessments Receivable		
136&39	Accrued Interest Receivable		
130	Due from Other Funds		
135	Due from Other Governments		
133	Advances to Other Funds		
150	Inventory of Materials and Supplies		
155	Prepaid Expenses		
	Other Current Assets		
	<b>FIXED ASSETS, JANUARY 1</b>		
161	Land		
162	Buildings		
163	Improvements other than Buildings		
164	Machinery and Equipment		
165	Construction in Progress		
†	<b>Total Assets, January 1</b>		\$ 967
	<b>LESS: LIABILITIES, JANUARY 1</b>		
200	Payables		
200.10	Vouchers Payable	\$	
200.20	Accounts Payable		
200.30	Judgments Payable		
200.60	Contracts Payable		
201	Accrued Wages Payable		
210	Payroll Taxes and Other Payroll Withholdings Payable		
230	Due to Other Funds		
235	Due to Other Governments		
252	Deferred Revenues		
	Other Current Liabilities		
	<b>LONG--TERM LIABILITIES, JANUARY 1</b>		
261	Bonds and Notes Payable		
266	Advances from Other Funds		
267	Lease--Purchase Agreements		
268	Installment Purchase Contracts		
269	Other Long--Term Liabilities		
	<b>Total Liabilities, January 1</b>		\$
281-84	<b>LESS: CONTRIBUTIONS, JANUARY 1</b>		\$
287	<b>LESS: RETAINED EARNINGS RESERVED FOR DEBT RELATED MATTERS, JANUARY 1</b>		\$
289 †	<b>UNRESERVED RETAINED EARNINGS, JANUARY 1 (Assets less Liabilities less Contributions less Reserves)</b>		\$ 967

Acc't No.	Classification	Total
	REVENUES AND OTHER FINANCING SOURCES	Omit Cents
341.00	Interest, Rents, and Royalties--Interest Earnings	\$ 418
342.00	--Rents and Royalties	
351-53	Intergovernmental Revenue--Federal	
354-56	--State	14,299
357-59	--Local Government Unit	
364.10	Charges for Services--Charges for Sanitation-Sewerage Charges	237,700
383.00	Special Assessments (specify)	
	Other Revenues (list)	
	Other Revenues (list)	
390.00	Other Financing Sources	
391.00	Proceeds of General Fixed Asset Dispositions	
392.00	Interfund Operating Transfers in from Other Funds	53,000
393.00	Proceeds of General Long--Term Debt	
395.00	Refunds of Prior Year Expenditures (not otherwise credited)	41,278
	TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 346,695
	TOTAL AVAILABLE (Contributions plus Reserved plus Unreserved Retained Earnings plus Total Revenues and Other Financing Sources) (Should equal Total Expended and Unexpended)	347,662
	EXPENSES AND OTHER FINANCING USES	
	Public Works and Public Enterprises--Wastewater Collection and Disposal	
429.10	Personal Services	\$ 35,272
429.20	Other Operating Expenses	33,600
429.60	Capital Construction (where not debited to an Asset account)*	22,513
429.70	Capital Purchases (where not debited to an Asset account)*	
429.80	Depreciation Expense (where fund is on an accrual basis)*	
429.00	Total Public Works--Sanitation--Wastewater Collection and Disposal	\$ 191,385
	Debt Service	
471.00	Debt Principal (where paid directly from Sewer Fund)	\$
472.00	Debt Interest (where paid directly from Sewer Fund)	
475.00	Fiscal Agent's Fees	
470.00	Total Debt Service	\$
	Miscellaneous Expenses	
481.00	Intergovernmental Expenses	\$
482.00	Judgments and Losses	
483.00	Retirement Pay and Pension Fund Contributions	
484.00	Workers Compensation Contributions	
485.00	Unemployment Compensation Contributions	
486.00	Other Insurance Premiums	
487.00	Other Employee Benefits	5,688
480.00	Total Miscellaneous Expenses	\$ 5,688
	Other Expenses (list) Authority Rentals	\$ 56,000
	Other Expenses (list)	\$
	Other Financing Uses	
491.00	Refunds of Prior Year Revenues (not otherwise debited)	\$
492.00	Interfund Operating Transfers out to Other Funds	75,000
490.00	Total Other Financing Uses	\$ 75,000
	TOTAL EXPENSES AND OTHER FINANCING USES	\$ 328,073

\*If on accrual basis, please furnish Statement of Changes in Financial Position.



Acc't No.	Classification		Total
	CURRENT ASSETS, ETC., DECEMBER 31	Omit Cents	Omit Cents
100 †	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)	\$ 19,589	
120 †	Investments		
	Receivables		
145	Accounts Receivable		
121-25	Special Assessments Receivable		
136&39	Accrued Interest Receivable		
130	Due from Other Funds		
135	Due from Other Governments		
133	Advances to Other Funds		
150	Inventory of Materials and Supplies		
155	Prepaid Expenses		
	Other Current Assets		
	FIXED ASSETS, DECEMBER 31		
161	Land		
162	Buildings		
163	Improvements other than Buildings		
164	Machinery and Equipment		
165	Construction in Progress		
†	Total Assets, December 31		\$ 19,589
	LESS: LIABILITIES, DECEMBER 31		
200	Payables		
200.10	Vouchers Payable	\$	
200.20	Accounts Payable		
200.30	Judgments Payable		
200.60	Contracts Payable		
201	Accrued Wages Payable		
210	Payroll Taxes and Other Payroll Withholdings Payable		
230	Due to Other Funds		
235	Due to Other Governments		
252	Deferred Revenues		
	Other Current Liabilities		
	LONG--TERM LIABILITIES, DECEMBER 31		
261	Bonds and Notes Payable		
266	Advances from Other Funds		
267	Lease--Purchase Agreements		
268	Installment Purchase Contracts		
269	Other Long--Term Liabilities		
	Total Liabilities, December 31		\$
281-84	LESS: CONTRIBUTIONS, DECEMBER 31		\$
287	LESS: RETAINED EARNINGS RESERVED FOR DEBT RELATED MATTERS, DECEMBER 31		\$
289 †	UNRESERVED RETAINED EARNINGS, DECEMBER 31 (Assets less Liabilities less Contributions less Reserves)		\$ 19,589
	TOTAL EXPENDED AND UNEXPENDED (Total Expenses and Other Financing Uses plus Contributions plus Reserved plus Unreserved Retained Earnings) (Should equal Total Available)		\$ 347,662

Acc't No.	Classification	Omit Cents	Total
	<b>CURRENT ASSETS, ETC., JANUARY 1</b>	<b>Omit Cents</b>	<b>Omit Cents</b>
100 †	Cash (Checking, Savings, & Petty Cash Accounts, CDs, etc.)	\$	
120 †	Investments		
	Receivables		
145	Accounts Receivable		
121-25	Special Assessments Receivable		
136&39	Accrued Interest Receivable		
130	Due from Other Funds		
135	Due from Other Governments		
133	Advances to Other Funds		
150	Inventory of Materials and Supplies		
155	Prepaid Expenses		
	Other Current Assets		
	<b>FIXED ASSETS, JANUARY 1</b>		
161	Land		
162	Buildings		
163	Improvements other than Buildings		
164	Machinery and Equipment		
165	Construction in Progress		
†	<b>Total Assets, January 1</b>	\$	
	<b>LESS: LIABILITIES, JANUARY 1</b>		
200	Payables		
200.10	Vouchers Payable	\$	
200.20	Accounts Payable		
200.30	Judgments Payable		
200.80	Contracts Payable		
201	Accrued Wages Payable		
210	Payroll Taxes and Other Payroll Withholding Payable		
230	Due to Other Funds		
235	Due to Other Governments		
252	Deferred Revenues		
	Other Current Liabilities		
	<b>LONG--TERM LIABILITIES, JANUARY 1</b>		
261	Bonds and Notes Payable		
266	Advances from Other Funds		
267	Lease--Purchase Agreements		
268	Installment Purchase Contracts		
269	Other Long--Term Liabilities		
	<b>Total Liabilities, January 1</b>	\$	
281-84	<b>LESS: CONTRIBUTIONS, JANUARY 1</b>	\$	
287	<b>LESS: RETAINED EARNINGS RESERVED FOR DEBT RELATED MATTERS, JANUARY 1</b>	\$	
289 †	<b>UNRESERVED RETAINED EARNINGS, JANUARY 1 (Assets less Liabilities less Contributions less Reserves)</b>	\$	

Acc't No.		50. Firemen's Relief Fund	90. Payroll- Doherty Fund Capital
		Omit Cents	Omit Cents
	ASSETS, JANUARY 1		
100+	Cash (Checking, Savings, & Petty Cash Accounts)		\$ 473
120+	Investments		
	LESS: LIABILITIES, JANUARY 1		
201	Payroll Payable		
210	Payroll Taxes and Other Payroll Withholdings		
	Other Liabilities		
279+	UNRESERVED FUND BALANCE, JANUARY 1		\$ 473
	RECEIPTS DURING FISCAL YEAR		
	Foreign Fire Insurance Tax	\$ 20,662	
	Personal Services Expenditures from Other Funds		\$
	Other Receipts Dividends & Interest		591
	TOTAL RECEIPTS	\$ 20,662	\$ 591
	TOTAL AVAILABLE	\$ 20,662	\$ 1,064
	DISBURSEMENTS DURING FISCAL YEAR		
	Volunteer Firemen's Relief Associations	\$ 20,662	
	Firefighters Pension Funds		
	Net Payroll		\$
	Federal Income Tax Withholdings		
	Social Security (FICA) Contributions		
	Earned Income Tax Withholdings		
	Hospitalization Insurance Premiums		
	Municipal Pension Fund Contributions		
	Police Pension Fund Contributions		
	Firefighters Pension Fund Contributions		
	State Income Tax Withholdings		
	Union Dues		
	Other Withholdings		
	Other Disbursements		
	TOTAL DISBURSEMENTS	\$ 20,662	\$ - 0 -
	ASSETS, DECEMBER 31		
100+	Cash (Checking, Savings, Petty Cash Accounts)		\$ 1,064
120+	Investments		
	LESS: LIABILITIES, DECEMBER 31		
201	Payroll Payable		
210	Payroll Taxes and Other Payroll Withholdings		
	Other Liabilities		
279+	UNRESERVED FUND BALANCE, December 31		\$ 1,064
	TOTAL DISBURSED AND REMAINING	\$ 20,662	\$ 1,064



Schedule B-2

CASH AND INVESTMENT ASSETS AT END OF FISCAL YEAR

Report below amounts of cash on hand and on deposit, and investments (at par value) held in Debt Service Funds, Capital Projects Funds, Pension Trust Funds, and all other funds.

Type of Asset	Amount at End of Fiscal Year--Omit Cents				
	Debt Service Funds	Capital Projects Funds	Pension Trust Funds	All Other Funds	Total All Funds
1. Cash and deposits--Cash on hand and demand and time or savings deposits.	\$	\$	\$	\$ 101,244	\$ 101,244
2. Federal securities--Obligations of U. S. Treasury (including short-term notes) and Federal Financing Bank.					
3. Federal agency securities--Obligations of government owned agencies comprising CCC, Export--Import Bank, FHA, GNMA, Postal Service, and TVA.					
4. State and local government securities					
5. Other securities--Bonds, notes, mortgages, etc., not included in the foregoing classes. Include the following privately financed former Federal agencies: FHLB, FLB, FNMA, banks for COOPERATIVES, AND Federal intermediate credit banks. Exclude accounts receivable, value of real property, and any other nonsecurity assets.					
TOTAL CASH AND INVESTMENT ASSETS	\$	\$	\$	\$ 101,244	\$ 101,244

Schedule B-3

**I. ASSESSED VALUATION**

A. Real Estate Taxable (see below) . . . . . \$ 12,544,020  
 B. Occupations . . . . . \$ 342,225  
 C. Total taxable valuation . . . . . \$ 12,886,245  
 D. Value of Real Estate Exempt from Taxation . . . . . \$ 4,669,230

E. Rate of Assessment (per cent of true value) . . . . . 35 %

**II. TAX RATE**

A. General Purposes . . . . . 28 mills  
 B. Debt Purposes . . . . . \_\_\_\_\_ mills  
 C. All other Purposes . . . . . 7 mills  
 D. Total tax rate . . . . . 35 mills

**III. CURRENT TAX LEVY**

A. On Real Estate . . . . . \$ .35  
 B. On Occupations . . . . . \$ .25  
 C. Total levy . . . . . \$ .60

**IV. TAXES COLLECTED AND OUTSTANDING**

**A. TOTAL TAXES COLLECTED DURING 19\_\_**  
 a. Discount collections . . . . . \$ 342,375  
 b. Face collections . . . . . \$ 41,498  
 c. Penalty collections (including penalties and interest) . . . . . \$ 15,855  
 d. Prior years not returned or liened . . . . . \$ \_\_\_\_\_  
 e. Returned and liened . . . . . \$ 25,413

	Total	Occupations	Total
	\$ 5,472	\$ 1,130	\$ 7,581
	\$ 3,54	\$ 6.25	
	\$ 425,141		\$ 7,581

**B. TOTAL TAXES OUTSTANDING AT END OF 19\_\_**

a. Delinquent . . . . . \$ 28,357  
 b. Prior years - not returned and liened . . . . . \$ \_\_\_\_\_  
 c. Returned and liened . . . . . \$ 28,357

**V. REAL ESTATE - ASSESSED VALUATIONS**

(Complete to the Extent that Information is Available)

**A. Real Estate - Taxable**  
 Residential . . . . . 7,924,350  
 Industrial . . . . . 1,255,710  
 Commercial . . . . . 3,311,320  
 Mineral . . . . . \_\_\_\_\_  
 Agricultural . . . . . 52,640  
 Other . . . . . \_\_\_\_\_  
**TOTAL Taxable** . . . . . 12,544,020

**B. Real Estate - Nontaxable**  
 Government - Federal . . . . . 50,370  
 State . . . . . 289,110  
 Municipal . . . . . 669,660  
 School . . . . . 1,935,700  
 Authority . . . . . 343,890  
 Non-Government - Churches . . . . . 638,970  
 Inst. of Learning . . . . . \_\_\_\_\_  
 Public Utilities . . . . . 50,820  
 Other . . . . . 690,710  
**TOTAL Nontaxable** . . . . . 4,669,230

Where any expenditures or expenses were made by disbursing money to another governmental unit for such things as Authority Rentals (e.g., lease rental payments treated as rentals), Debt Service (e.g., lease rental payments treated as debt service), Intergovernmental Expenditures (e.g., support of governmental activities administered by the recipient government), etc., detail these disbursements below. Do not report agency type disbursements such as Payroll Withholdings of Income Tax remitted to the taxing jurisdiction.

EXPENSE COST OBJECT .385--AUTHORITY RENTALS			
From Fund	To Government	In the Amount of	For the purpose of
Sewer Fund	Municipal Auth.	\$ 56,000	Lease Rental

ACCOUNT 470--DEBT SERVICE			
From Fund	To Government	In the Amount of	For the purpose of
		\$	

ACCOUNT 481--INTERGOVERNMENTAL EXPENDITURES			
From Fund	To Government	In the Amount of	For the purpose of
		\$	

ALL OTHER INTERGOVERNMENTAL DISBURSEMENTS			
From Fund	To Government	In the Amount of	For the purpose of
		\$	

Fund No.	Fund	Transfers In	Transfers Out
		Omit Cents	Omit Cents
01.	General Fund (to Debt Service Funds)(20.--29.)	\$	\$
01.	General Fund (to All Other Funds)	75,000	53,000
02.	Street Lighting Tax Fund		
03.	Fire Protection Tax Fund		
04.	Other Special Revenue Fund--		
05.	Other Special Revenue Fund--		
06.	Water Fund		
07.	Electric Fund		
08.	Sewer Fund	53,000	75,000
09.	Other Enterprise Fund--		
10.	Special Assessment Bond Fund--		
11.	Special Assessment Bond Fund--		
12.	Special Assessment Bond Fund--		
13.	Special Assessment for Street Lighting Fund		
14.	Special Assessment for Fire Protection Fund		
15.	General Obligation Bond Fund--		
16.	General Obligation Bond Fund--		
17.	General Obligation Bond Fund--		
18.	Other Capital Projects Fund--		
19.	Other Capital Projects Fund--		
20.	Sinking Fund--		
21.	Sinking Fund--		
22.	Sinking Fund--		
23.	Other Debt Service Fund--		
24.	Other Debt Service Fund--		
25.	Other Debt Service Fund--		
26.	Other Debt Service Fund--		
27.	Other Debt Service Fund--		
28.	Other Debt Service Fund--		
29.	Other Debt Service Fund--		
30.	Capital Reserve Fund		
35.	State Liquid Fuels Highway Aid Fund		
40.	Revolving Fund		
50.	Firemen's Relief Fund		
55.	Firefighters Pension Trust Fund		
60.	Police Pension Trust Fund		
65.	Municipal (Non-uniformed) Pension Trust Fund		
85.	Federal Revenue Sharing Fund		
90.	Payroll Fund		
	Total	\$128,000	\$ 128,000
		Must equal Transfers Out	Must equal Transfers In

NOTE: Interfund Operating Transfers are recurring periodic transfers between funds made primarily for the purpose of shifting resources from one fund to another. Please read instructions for a more complete explanation.



COMPARATIVE FEDERAL GENERAL REVENUE SHARING ACTUAL USE REPORT

Expenditures made from Federal General Revenue Sharing money for any of the listed functions should be indicated on the appropriate lines below.

CURRENT EXPENDITURES includes Personal Services (.10--.19), Supplies (.20--.29), Other Services and Charges (.30--.49), and Contributions, Grants, and Subsidies (.50--.59). CAPITAL EXPENDITURES includes Capital Construction (.60--.69) and Capital Purchases (.70--.79). PLEASE OMIT CENTS.

Function or Purpose of Expenditure	Federal General Revenue Sharing Expenditures			
	Column A		Column B	
	Proposed (Budgeted)		Actually Expended	
	Current	Capital	Current	Capital
General Government	\$	\$	\$	\$
Public Safety--				
Police	62,000		55,633	
Fire				
Other Public Safety				
Corrections				
Health and Welfare--				
Health				
Hospitals				
Other Health and Welfare				
Public Works--				
Sanitation--Solid Waste				
--Weed Control				
--Wastewater				
Highways, Roads, and Streets				
Other Public Works and and Enterprises (Please list)				
Culture--Recreation--				
Parks and Recreation				
Shade Trees				
Libraries				
Other Culture--Recreation				
Conservation & Development				
Debt Service				
Debt Principal				
Tax & Rev. Ant. Note Principal				
Debt Interest				
Tax & Rev. Ant. Note Interest				
Fiscal Agent's Fees				
Miscellaneous Expenditures (Please list)				
TOTAL FEDERAL GENERAL REVENUE SHARING EXPENDITURES	\$ 62,000	\$	\$ 55,633	\$

Schedule B-7 DEBT STATEMENT--Detailed Statement of Indebtedness

Purpose (List Each Issue or Loan)	Year of Issue	Original Amount of Issue	Outstanding January 1, 19	Principal Paid During Year	Outstanding December 31, 19
		Omit Cents	Omit Cents	Omit Cents	Omit Cents
GENERAL OBLIGATION BONDS AND NOTES					
Electoral		\$	\$	\$	\$
Non-electoral					
Capital Improvement 10 yr.	1980	200,000	118,465	20,299	98,166
Recreation Note 5 yr.	1982	30,000	12,000	6,000	6,000
Bond Anticipation Notes (\$408)					
Small Borrowing for Capital Purposes (\$409)					
Unfunded Debt (\$509)					
TOTAL GENERAL OBLIGATION DEBT		\$ 230,000	\$130,465	\$ 26,299	\$104,166
REVENUE BONDS AND NOTES					
Electoral		\$	\$	\$	\$
Non-electoral					
TOTAL REVENUE DEBT		\$	\$	\$	\$
LEASE RENTAL DEBT					
TOTAL LEASE RENTAL DEBT		\$	\$	\$	\$
TOTAL DEBT		\$ 230,000	\$130,465	\$ 26,299	\$104,166
TAX AND REVENUE ANTICIPATION NOTES (\$501)		\$ -0-	\$200,000	\$200,000	\$ -0-
TOTAL DEBT AND TAX AND REVENUE ANTICIPATION NOTES		\$ 230,000	\$330,465	\$226,299	\$104,166

NOTE: Sections 408, 409, 501, and 509 refer to the Local Government Unit Debt Act, 53 P.S. §6780.

Schedule B-7

DEBT STATEMENT--Summary of Debt

Purpose (List Each Issue or Loan)	Year of Issue	Gross Debt Outstanding December 31, 19 85	Total Credits Against Debt	Total Net Debt December 31, 19 86
		Omit Cents	Omit Cents	Omit Cents
GENERAL OBLIGATION BONDS AND NOTES				
Electoral		\$	\$	\$
Non-electoral	1980	110,465	20,299	98,166
	1982	12,000	6,000	6,000
Bond Anticipation Notes (\$408)				
Small Borrowing for Capital Purposes (\$409)				
Unfunded Debt (\$509)				
TOTAL GENERAL OBLIGATION DEBT		\$130,465	\$ 26,299	\$104,166
REVENUE BONDS AND NOTES				
Electoral		\$	\$	\$
Non-electoral				
TOTAL REVENUE DEBT		\$	\$	\$
LEASE RENTAL DEBT				
TOTAL LEASE RENTAL DEBT		\$	\$	\$
TOTAL DEBT		\$	\$	\$
TAX AND REVENUE ANTICIPATION NOTES (\$501)				
TOTAL DEBT AND TAX AND REVENUE ANTICIPATION NOTES		\$	\$	\$
		130,465	26,299	104,166
		\$	\$	\$

NOTE: Sections 408, 409, 501, and 509 refer to the Local Government Unit Debt Act, 53 P.S. § 6780--58(b).

**DEBT STATEMENT--Calculation of Borrowing Base**

	19 <u>84</u>	19 <u>85</u>	19 <u>86</u>	TOTAL
Total Revenues and Other Financing Sources--All moneys received by the local government unit in a fiscal year from whatever source derived	904,254	980,984	1,079,205	2,964,443
Deduct:				
(i) subsidies or reimbursements from the United States or America or from the Commonwealth of Pennsylvania measured by the cost of, or given or paid on account of, a particular project financed by debt;				
(ii) project revenues, rates, receipts, user charges, special assessments and special levies which are or will be pledged or budgeted for specific self-liquidating debt, or for payments under leases, guaranties, subsidy contracts or other forms of agreement which could constitute lease rental debt except that such payments are payable solely from such sources, but such portion thereof as may have been returned to or retained by the local government unit shall not be excluded;				
(iii) interest on moneys in sinking funds, reserves, and other funds, which interest is pledged or budgeted for the payment or security of outstanding debt, and interest on bond or note proceeds, if similarly pledged;	8	5	0	13
(iv) grants and gifts in aid of or measured by the construction or acquisition of specified projects; and	150,032	184,163	174,596	508,791
(v) proceeds from the disposition of capital assets, and other nonrecurring items including bond or note proceeds not considered income under generally accepted municipal accounting principles.	7,740	12,400	1	20,141
Subtotal Adjusted Revenues	746,474	784,416	904,608	
Total Adjusted Revenues for Three Years Ending December 31, 19 <u>86</u>				2,435,498
Borrowing Base = $\frac{\text{Total Adjusted Revenues for Three Years Ending December 31, 1986}}{3}$ =				811,833

Schedule C-1 COMBINED BALANCE SHEET--ALL FUND TYPES AND ACCOUNT GROUPS

Acc't No.	Classification	Governmental Fund Types						
		General	Special Revenue	Debt Service	Capital Projects	Special Assessments	Umit Cents	Umit Cents
	ASSETS AND OTHER DEBITS, DECEMBER 31 1986							
100&20	Current Assets	Umit Cents	Umit Cents	Umit Cents	Umit Cents	Umit Cents	Umit Cents	Umit Cents
	† Cash and Investments	\$ 69,476	\$ 11,115	\$	\$	\$	\$	\$
	Receivables							
140-44	Taxes Receivable							
145	Accounts Receivable							
121-25	Special Assessments Receivable, including liens							
	Other Current Assets							
161-65	Fixed Assets							
	Other Debits							
181	Amounts Available in Debt Serv. Funds							
182	Amounts to be Provided for Retirement of General Long-Term Debt							
†	Total Assets and Other Debits	\$ 69,476	\$ 11,115	\$	\$	\$	\$	\$
	LIABILITIES AND OTHER CREDITS, DECEMBER 31							
	Current Liabilities							
210	Payroll Taxes & Other Payroll With.	\$	\$	\$	\$	\$	\$	\$
	Other Current Liabilities							
261-69	Long-Term Debt and Other Long Term Liabilities							
	Total Liabilities	\$	\$	\$	\$	\$	\$	\$
	FUND AND ACCOUNT GROUP EQUITY, DECEMBER 31							
281-84	Contributed Capital	\$	\$	\$	\$	\$	\$	\$
290	Investment in General Fixed Assets							
271-79	† Fund Balance	69,476	11,115					
287-89	† Retained Earnings							
†	Total Fund and Account Group Equity	\$ 69,476	\$ 11,115	\$	\$	\$	\$	\$
†	Total Liabilities and Other Credits and Fund and Account Group Equity	\$ 69,476	\$ 11,115	\$	\$	\$	\$	\$

For definitions see Instructions and Schedules A.

Schedule C-1

COMBINED BALANCE SHEET--ALL FUND TYPES AND ACCOUNT GROUPS (continued)

Acct No.	Classification	Proprietary Fund Types		Fiduciary Fund Types	Account Groups		Total (Memorandum only)
		Enterprise	Internal Service		Gen. Fix Assets	Gen. Long-Term Debt	
	ASSETS AND OTHER DEBITS, DECEMBER 31	Omit Cents	Omit Cents	Omit Cents	Omit Cents	Omit Cents	Omit Cents
	Current Assets						
100&20	† Cash and Investments	\$ 19,589	\$	\$ 1,064	\$	\$	\$ 101,244
	Receivables						
140-44	Taxes Receivable						
145	Accounts Receivable						
121-25	Special Assessments, including Trens						
	Other Current Assets						
161-65	Fixed Assets						
	Other Debits						
181	Amounts Available in Debt Serv. Funds						
182	Amounts to be Provided for Retirement of General Long--Term Debt						
	† Total Assets and Other Debits	\$ 19,589	\$	\$ 1,064	\$	\$	\$ 101,244
	LIABILITIES AND OTHER CREDITS, DEC. 31						
	Current Liabilities						
210	Payroll Taxes & Other Payroll With.	\$	\$	\$	\$	\$	\$
	Other Current Liabilities						
261-69	Long--Term Debt and Other Liabilities	\$	\$	\$	\$	\$	\$
	Total Liabilities	\$	\$	\$	\$	\$	\$
	FUND AND ACCOUNT GROUP EQUITY, DEC. 31						
281-84	Contributed Capital	\$	\$	\$	\$	\$	\$
290	Investment in General Fixed Assets						
271-79	† Fund Balance	19,589		1,064			81,655
287-89	† Retained Earnings						19,589
	† Total Fund and Account Group Equity	\$ 19,589	\$	\$ 1,064	\$	\$	\$ 101,244
	† Total Liabilities and Other Credits and Fund and Account Group Equity	\$ 19,589	\$	\$ 1,064	\$	\$	\$ 101,244

For definitions see Instructions and Schedules A.

Schedule C-2

COMBINED STATEMENT OF REVENUES, EXPENDITURES OR EXPENSES, AND OTHER FINANCING SOURCES AND USES

Acc't No.	Classification	1986				
		General	Special Revenue	Debt Service	Capital Projects	Special Assessments
	REVENUES AND OTHER FINANCING SOURCES					
300	Taxes	Omit Cents				
320	Licenses and Permits	\$ 508,635	\$		\$	\$
330	Fines and Forfeits	5,033				
340	Interest, Rents, and Royalties	27,973				
350	Intergovernmental Revenues	5,131	1,723			
360	Charges for Services	69,251	106,956			
380	Miscellaneous Revenues	79,027				
390	Other Financing Sources	2,397				
		290,918				
	Total Revenues and Other Financing Sources	988,365	108,679	\$	\$	\$
	EXPENDITURES OR EXPENSES AND OTHER FINANCING USES					
400	General Government	\$ 76,757	\$	\$	\$	\$
410	Public Safety	236,366	55,633			
420	Health and Welfare	-				
426	Public Works--Sanitation	3,119				
430	--Highways, Roads, and Streets	181,137	42,472			
440	--Other Public Works and Enterprises	12,975				
450	Culture--Recreation	43,354				
460	Conservation and Development	37,445				
470	Debt Service	238,520				
480	Miscellaneous Expenditures or Expenses	40,115				
490	Other Financing Uses	53,000				
	Total Expenditures or Expenses and Other Financing Uses	\$922,788	\$ 98,105	\$	\$	\$
	EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES OR EXPENSES AND OTHER FINANCING USES	\$ 65,577	\$ 10,574	\$	\$	\$

Schedule C-2  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES OR EXPENSES, AND OTHER FINANCING SOURCES AND USES (continued)

Account No.	Classification	Proprietary Fund Types			Total (Memorandum only)
		Enterprise	Internal Service	Fiduciary Trust and Agency	
	REVENUES AND OTHER FINANCING SOURCES	Unit Cents	Unit Cents	Unit Cents	Unit Cents
300	Taxes	\$	\$	\$	\$508,635
320	Licenses and Permits				5,333
330	Fines and Forfeits				27,273
340	Interest, Rents, and Royalties	418			7,272
350	Intergovernmental Revenues	144,299		20,662	211,168
360	Charges for Services	237,700			316,727
380	Miscellaneous Revenues			591	2,307
390	Other Financing Sources	74,278			385,787
	Total Revenues and Other Financing Sources	\$ 346,605	\$	\$ 21,253	\$ 466,992
	EXPENDITURES OR EXPENSES AND OTHER FINANCING USES				
400	General Government	\$	\$	\$	\$ 76,757
410	Public Safety				291,909
420	Health and Welfare				
426	Public Works--Sanitation	191,385			194,504
430	--Highways, Roads, and Streets				223,609
440	--Other Public Works and Enterprises				12,975
450	Culture--Recreation				43,354
460	Conservation and Development				37,445
470	Debt Service				238,520
480	Miscellaneous Expenditures or Expenses	61,688		20,662	122,465
490	Other Financing Uses	75,000			128,000
	Total Expenditures or Expenses and Other Financing Uses	\$ 328,073	\$	\$ 20,662	\$ 369,622
	EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES OR EXPENSES AND OTHER FINANCING USES	\$ 18,622	\$	\$ 591	\$ 95,364





