

**NORTH JEFFERSON COUNTY  
AMBULANCE DISTRICT  
ANNUAL FINANCIAL REPORT  
YEAR ENDED OCTOBER 31, 2017**

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**INDEPENDENT AUDITORS' REPORT**

To the Board of Directors  
North Jefferson County Ambulance District  
2820 Horrell Lane  
High Ridge, Missouri 63049

We have audited the accompanying modified cash basis financial statements of the governmental activities, and each major fund of

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

as of and for the year ended October 31, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1C; this includes determining that the modified 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 opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities and each major fund of North Jefferson County Ambulance District, as of October 31, 2017, and the respective changes in modified cash basis financial position thereof for the year then ended in accordance with the modified cash basis of accounting as described in Note 1(C).

## **Basis of Accounting**

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

## **Other Matters**

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise North Jefferson County Ambulance District's basic financial statements. The management's discussion and analysis and budgetary comparison information, as stated in the table of contents, which are the responsibility of management, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

*Spinner & Kummer, P.C.*

Certified Public Accountants  
Saint Louis, Missouri

December 1, 2017

GS/cp

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

An objective and easily readable analysis of the District's financial activities. The Management's Discussion and Analysis presents an analytical overview of both short-term and long-term financial information.

## **NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

### **MANAGEMENT'S DISCUSSION AND ANALYSIS** **YEAR ENDED OCTOBER 31, 2017**

The discussion and analysis of the North Jefferson County Ambulance District's financial performance provides an overview of the District's financial activities for the fiscal year ended October 31, 2017, within the limitations of the District's modified cash basis of accounting. Please read it in conjunction with the financial statements.

### **FINANCIAL HIGHLIGHTS**

**Key financial highlights for the year ended October 31, 2017 are as follows:**

- The net position for the Governmental Activities increased by \$765,531.
- Governmental Activities revenues were \$3,313,347.
- Property taxes represented \$1,253,449 and sales tax represented \$1,391,003 of the Governmental Activities revenue total or 80%.
- Expenditures for Governmental Activities were \$2,547,816.
- The District paid principal payments of \$211,657 on the lease purchase agreement.

### **USING THIS ANNUAL FINANCIAL REPORT**

This annual report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the District's modified cash basis of accounting.

#### **Report Components**

This annual report consists of four parts as follows:

**Government-wide Financial Statements:** The Statement of Net Position and the Statement of Activities provide information about the activities of the District's government-wide (or "as a whole") and present a longer-term view of the District's finances.

**Fund Financial Statements:** Fund financial statements focus on the individual parts of the District's government. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most significant ("major") funds. For *governmental activities*, these statements tell how these services were financed in the short term as well as what remains for future spending.

**Notes to the Financial Statements:** The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

**Other Information:** This Management's Discussion and Analysis and the General Fund Budgetary Comparison Schedule represent other information presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information provides users of this report with additional data that supplements the government-wide statements, fund financial statements, and notes (referred to as "the basic financial statements").

## **Basis of Accounting**

The District has elected to present its financial statements on a modified cash basis of accounting. This modified cash basis of accounting is a basis of accounting other than generally accepted accounting principles. Basis of accounting is a reference to *when* financial events are recorded, such as the timing for recognizing revenues, expenses and their related assets and liabilities. Under the District's modified cash basis of accounting, revenues and expenses and related assets and liabilities are recorded when they result from cash transactions, except for the recording of depreciation expense on capital assets in the government-wide financial statements for all activities.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (*such as accounts receivable and revenue for billed or provided services not yet collected*) and certain liabilities and their related expenses (*such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities*) are not recorded in these financial statements. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the modified cash basis of accounting.

## **Reporting the District as a Whole**

### ***The District's Reporting Entity Presentation***

This annual report includes all activities for which the North Jefferson County Ambulance District is fiscally responsible.

The primary government includes the following legal entity:

- The North Jefferson County Ambulance District

### ***The Government-wide Statement of Net Position and the Statement of Activities***

One of the most important questions asked about the District's finances is "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the District as a whole and about its activities in a way that helps answer this question. These statements include all of the District's assets and liabilities resulting from the use of the modified cash basis of accounting.

These two statements report the District's net position and changes in them. Keeping in mind the limitations of the modified cash basis of accounting, you can think of the District's net position – the difference between assets and liabilities – as one way to measure the District's financial health or financial position. Over time, increases or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the District's real estate tax base.

In the Statement of Net Position and the Statement of Activities, we have one kind of activity:

*Governmental activities* – All of the District's basic services are reported here. Ambulance user fees and property taxes finance most of the activities.

## **Reporting the District’s Most Significant Funds**

### ***The Fund Financial Statements***

The fund financial statements provide detailed information about the most significant funds – not the District as a whole. Some funds are required to be established by State law and by bond covenants. However, the Board of Directors establish certain other funds to help control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money.

**Governmental fund** – All of the District’s basic services are reported in the governmental fund, which focuses on how money flows into and out of this fund and the balance left at year-end that is available for spending. This fund reports the acquisition of capital assets and payments for debt principal as expenditures and not as changes to asset and debt balances. The governmental fund statement provides a detailed short-term view of the District’s general government operations and the basic services it provides. Governmental fund information helps you determine (through a review of changes to fund balance) whether there are more or fewer financial resources that can be spent in the near future to finance the District’s program. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and the governmental fund in a reconciliation at the bottom of the fund financial statements. The District considers the General Fund to be its significant or major governmental fund.

**Fiduciary funds** – The District uses this fund to account for assets that are held in a trustee capacity such as pension plan assets, assets held per trust agreements and similar arrangements.

## **A FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE**

### **Net Position – Modified Cash Basis**

The District’s combined net position, resulting from modified cash basis transactions, increased from approximately \$5,074,726 to \$5,840,257 between fiscal years 2016 and 2017.

|                                  | <b><u>Governmental Activities</u></b> |                      | <b><u>Total</u></b>             |
|----------------------------------|---------------------------------------|----------------------|---------------------------------|
|                                  | <b><u>2017</u></b>                    | <b><u>2016</u></b>   | <b><u>Percentage Change</u></b> |
|                                  |                                       |                      | <b><u>2017 – 2016</u></b>       |
| Current and other assets         | \$ 3,702,543.                         | \$ 3,005,267.        | 23%                             |
| Restricted assets                | 138,912.                              | 1,573,494.           | (91%)                           |
| Capital assets                   | <u>3,941,476.</u>                     | <u>2,650,492.</u>    | 49%                             |
| Total assets                     | <u>\$ 7,782,931.</u>                  | <u>\$ 7,229,253.</u> | 8%                              |
| Other liabilities                | \$ 2,287.                             | \$ 2,483.            | (8%)                            |
| Long-term debt outstanding       | <u>1,940,387.</u>                     | <u>2,152,044.</u>    | (10%)                           |
| Total liabilities                | <u>\$ 1,942,674.</u>                  | <u>\$ 2,154,527.</u> | (10%)                           |
| Net position                     |                                       |                      |                                 |
| Net investment in capital assets | \$ 2,001,089.                         | \$ 2,071,942.        | (3%)                            |
| Restricted                       | 138,912.                              | 1,573,494.           | (91%)                           |
| Unrestricted                     | <u>3,700,256.</u>                     | <u>1,429,290.</u>    | 159%                            |
| Total net position               | <u>\$ 5,840,257.</u>                  | <u>\$ 5,074,726.</u> | 15%                             |



Net position of the District’s governmental activities increased 15% to \$5,840,257. However, \$2,140,001 of the net position either is restricted as to the purposes it can be used for or is invested in capital assets (buildings, equipment, vehicles and so on). Consequently, unrestricted net position showed \$3,700,256 at the end of this year. Changes in unrestricted net position between 2016 and 2017 reflect an increase of 159%.

**Changes in Net Position – Modified Cash Basis**

For the year ended October 31, 2017, net position of the primary government (resulting from modified cash basis transactions) changed as follows:

|                                      | <b><u>Governmental Activities</u></b> |                      | <b><u>Total</u></b>             |
|--------------------------------------|---------------------------------------|----------------------|---------------------------------|
|                                      | <b><u>2017</u></b>                    | <b><u>2016</u></b>   | <b><u>Percentage Change</u></b> |
|                                      |                                       |                      | <b><u>2017 – 2016</u></b>       |
| <b><u>Revenues</u></b>               |                                       |                      |                                 |
| Program revenues -                   |                                       |                      |                                 |
| User fees                            | \$ 646,996.                           | \$ 603,703.          | 7%                              |
| General revenues -                   |                                       |                      |                                 |
| Property taxes                       | 1,253,449.                            | 1,759,556.           | (29%)                           |
| Sales tax                            | 1,391,003.                            | 1,386,604.           | -                               |
| Interest earned                      | 18,812.                               | 11,170.              | 68%                             |
| Other revenue                        | 1,087.                                | 7,999.               | (86%)                           |
| Gain (loss) on disposition of assets | <u>2,000.</u>                         | <u>(50,752.)</u>     | 104%                            |
| Total revenues                       | <u>\$ 3,313,347.</u>                  | <u>\$ 3,718,280.</u> | (11%)                           |
| <b><u>Expenses</u></b>               |                                       |                      |                                 |
| Public safety                        | <u>\$ 2,547,816.</u>                  | <u>\$ 2,232,052.</u> | 14%                             |
| Total expenses                       | <u>\$ 2,547,816.</u>                  | <u>\$ 2,232,052.</u> | 14%                             |
| Change in net position               | <u>\$ 765,531.</u>                    | <u>\$ 1,486,228.</u> | (48%)                           |

**Governmental Activities**

To aid in the understanding of the Statement of Activities, some additional explanation is given. Of particular interest is the format that is significantly different from a typical Statement of Revenues, Expenses, and Changes in Fund Balance. You will notice that expenses are listed first with revenues from that particular program reported below it. The result is a Net (Expense)/Revenue. This type of format highlights the relative financial burden of each of the functions on the District’s taxpayers. It also identifies how much each function draws from the general revenues or if it is self-financing through fees and grants or contributions. All other governmental revenues are reported as general. It is important to note that all taxes are classified as general revenue even if restricted for a specific purpose.

For the year ended October 31, 2017, total expenses for governmental activities, resulting from modified cash basis transactions, amounted to \$2,547,816. Of these total expenses, taxpayers and other general revenues funded \$1,900,820, while those directly benefiting from the program funded \$0 from grants and other contributions and \$646,996 from charges for services.

**Net Cost of North Jefferson County Ambulance District's Governmental Activities – Modified Cash Basis**

|               | <u>Total Cost of Services</u> |               | <u>Percentage</u>  | <u>Net Cost of Services</u> |               | <u>Percentage</u>  |
|---------------|-------------------------------|---------------|--------------------|-----------------------------|---------------|--------------------|
|               | <u>2017</u>                   | <u>2016</u>   | <u>Change</u>      | <u>2017</u>                 | <u>2016</u>   | <u>Change</u>      |
|               |                               |               | <u>2017 – 2016</u> |                             |               | <u>2017 – 2016</u> |
| Public safety | \$ 2,547,816.                 | \$ 2,232,052. | 14%                | \$ 1,900,820.               | \$ 1,607,065. | 18%                |

**A FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS**

Certain funds experienced noteworthy changes from the prior year and are highlighted as follows:

- On the modified cash basis of accounting, the General Fund reported revenues of \$3,313,347 and expenditures of \$4,050,457, resulting in a decrease in fund balance of \$737,110.

**General Fund Budgetary Highlights**

For the year ended October 31, 2017, General Fund expenditures were \$345,084 below final appropriations, while actual resources available for appropriation were \$183,047 above the final budgeted amount.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets – Modified Cash Basis**

At October 31, 2017, the District had \$3,941,476 invested in capital assets, net of depreciation. This represents a net increase of \$1,290,984, or 49% over last year.

**PRIMARY GOVERNMENT CAPITAL ASSETS – MODIFIED CASH BASIS**

(Net of accumulated depreciation)

| <u>Governmental Activities</u> | <u>2017</u>          | <u>2016</u>          |
|--------------------------------|----------------------|----------------------|
| Land                           | \$ 1,093,646.        | \$ 1,093,646.        |
| Vehicle and ambulances         | 115,016.             | 176,464.             |
| Buildings and improvements     | 2,662,028.           | 1,289,086.           |
| Medical equipment              | 70,786.              | 91,100.              |
| Office furniture and fixtures  | <u>0.</u>            | <u>196.</u>          |
| TOTALS                         | <u>\$ 3,941,476.</u> | <u>\$ 2,650,492.</u> |

This year's more significant capital asset additions included:

- Construction - House #2 \$ 1,424,154.

**Long-Term Debt - Modified Cash Basis**

At October 31, 2017, the District had \$1,940,387 in long-term debt arising from modified cash basis transactions compared to \$2,152,044 at October 31, 2016. This represents a decrease of 10%. All debt is related to governmental activities.

**Primary Government Long-Term Debt - Modified Cash Basis**

|                           | <b><u>October 31, 2017</u></b> | <b><u>October 31, 2016</u></b> |
|---------------------------|--------------------------------|--------------------------------|
| Capital lease obligations | \$ <u>1,940,387.</u>           | \$ <u>2,152,044.</u>           |
|                           | \$ <u>1,940,387.</u>           | \$ <u>2,152,044.</u>           |

**ECONOMIC FACTORS AND NEXT YEAR’S BUDGET AND RATES**

For the year ending October 31, 2018, the General Fund has been budgeted fairly consistently with this year.

**CONTACTING THE DISTRICT’S FINANCIAL MANAGEMENT**

This report is designed to provide our citizens and taxpayers with a general overview of the District’s finances and to demonstrate the District’s accountability for the money it receives. If you have questions concerning this report or need additional financial information, contact Jamie Guinn, Chief, at 2820 Horrell Lane, High Ridge, Missouri 63049.

## **BASIC FINANCIAL STATEMENTS**

The basic financial statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Government-wide financial statements
- Fund financial statements

- Governmental funds

- Fiduciary fund

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**STATEMENT OF NET POSITION – MODIFIED CASH BASIS**  
**OCTOBER 31, 2017**

**ASSETS**

|   |                        |
|---|------------------------|
| Cash and cash equivalents                             | \$ 3,702,543.09        |
| Restricted assets:                                    |                        |
| Cash and cash equivalents                             | 138,911.79             |
| Capital assets:                                       |                        |
| Land  | 1,093,646.29           |
| Other capital assets, net of accumulated depreciation | <u>2,847,829.71</u>    |
|   |                        |
| TOTAL ASSETS  | <u>\$ 7,782,930.88</u> |

**LIABILITIES**

|                           |                        |
|---------------------------|------------------------|
| Other liabilities         | \$ 2,286.95            |
| Long-term liabilities:    |                        |
| Due within one year       | 200,586.28             |
| Due in more than one year | <u>1,739,800.36</u>    |
|                           |                        |
| TOTAL LIABILITIES         | <u>\$ 1,942,673.59</u> |

**NET POSITION**

|                                  |                        |
|----------------------------------|------------------------|
| Net investment in capital assets | \$ 2,001,089.36        |
| Restricted for:                  |                        |
| Construction escrow              | 138,911.79             |
| Unrestricted                     | <u>3,700,256.14</u>    |
|                                  |                        |
| TOTAL NET POSITION               | <u>\$ 5,840,257.29</u> |

See accompanying notes to the basic financial statements.

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**STATEMENT OF ACTIVITIES – MODIFIED CASH BASIS**  
**YEAR ENDED OCTOBER 31, 2017**

**EXPENSES**

|   |                        |
|---|------------------------|
| Public safety – ambulance service:            |                        |
| Personal services – wages and fringe benefits | \$ 1,694,377.05        |
| Materials, supplies and maintenance           | 391,474.45             |
| Depreciation                                  | 133,169.83             |
| Insurance                                     | 73,211.26              |
| Interest                                      | 61,218.25              |
| Communication – telephone and paging          | 11,732.56              |
| General and administrative                    | <u>182,632.29</u>      |
|   |                        |
| TOTAL PROGRAM EXPENSES                        | \$ <u>2,547,815.69</u> |

**PROGRAM REVENUES**

|                        |                        |
|------------------------|------------------------|
| Charges for services   | \$ <u>646,995.55</u>   |
|                        |                        |
| TOTAL PROGRAM REVENUES | \$ <u>646,995.55</u>   |
|                        |                        |
| NET PROGRAM EXPENSE    | \$ <u>1,900,820.14</u> |

**GENERAL REVENUES**

|                        |                        |
|------------------------|------------------------|
| Property taxes         | \$ 1,253,449.43        |
| Sales tax              | 1,391,003.28           |
| Interest earned        | 18,811.91              |
| Other revenue          | <u>1,086.86</u>        |
|                        |                        |
| TOTAL GENERAL REVENUES | \$ <u>2,664,351.48</u> |

**OTHER REVENUES (EXPENSES)**

|                                 |                    |
|---------------------------------|--------------------|
| Gain on sale of assets          | \$ <u>2,000.00</u> |
|                                 |                    |
| TOTAL OTHER REVENUES (EXPENSES) | \$ <u>2,000.00</u> |
|                                 |                    |
| CHANGE IN NET POSITION          | \$ 765,531.34      |

**NET POSITION** – Beginning of year 5,074,725.95

**NET POSITION** – End of year \$ 5,840,257.29

See accompanying notes to the basic financial statements.

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**BALANCE SHEET – MODIFIED CASH BASIS  
GOVERNMENTAL FUNDS  
OCTOBER 31, 2017**

**General Fund**

**ASSETS**

|                           |    |                     |
|---------------------------|----|---------------------|
| Cash and cash equivalents | \$ | 3,702,543.09        |
| Restricted assets:        |    |                     |
| Cash and cash equivalents |    | <u>138,911.79</u>   |
| TOTAL ASSETS              | \$ | <u>3,841,454.88</u> |

**LIABILITIES**

|                     |    |                 |
|---------------------|----|-----------------|
| Credit card payable | \$ | <u>2,286.95</u> |
| TOTAL LIABILITIES   | \$ | <u>2,286.95</u> |

**FUND BALANCE**

|                                      |    |                     |
|--------------------------------------|----|---------------------|
| Restricted for House #2 construction | \$ | 138,911.79          |
| Committed                            |    | 337,474.00          |
| Unassigned                           |    | <u>3,362,782.14</u> |
| TOTAL FUND BALANCE                   | \$ | <u>3,839,167.93</u> |

|                                    |    |                     |
|------------------------------------|----|---------------------|
| TOTAL LIABILITIES AND FUND BALANCE | \$ | <u>3,841,454.88</u> |
|------------------------------------|----|---------------------|

**RECONCILIATION TO STATEMENT OF NET POSITION**

|              |    |              |
|--------------|----|--------------|
| Fund Balance | \$ | 3,839,167.93 |
|--------------|----|--------------|

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

|  |  |              |
|--|--|--------------|
| Capital assets used in governmental activities of \$4,880,111.92 are not financial resources and, therefore, are not reported in the funds, net of accumulated depreciation of \$938,635.92. |  | 3,941,476.00 |
|--|--|--------------|

|  |  |                       |
|--|--|-----------------------|
| Long-term liabilities of \$1,940,386.64 are not due and payable in the current period and are not reported in the funds. |  | <u>(1,940,386.64)</u> |
|--|--|-----------------------|

|   |    |                     |
|---|----|---------------------|
| NET POSITION OF GOVERNMENTAL ACTIVITIES | \$ | <u>5,840,257.29</u> |
|---|----|---------------------|

See accompanying notes to the basic financial statements.

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE – MODIFIED CASH BASIS  
GOVERNMENTAL FUNDS  
YEAR ENDED OCTOBER 31, 2017**

|   | <b><u>General Fund</u></b>    |
|---|-------------------------------|
| <b><u>REVENUES</u></b>  |                               |
| Property taxes, penalties and interest  | \$ 1,253,449.43               |
| Sales tax   | 1,391,003.28                  |
| User fees   | 646,995.55                    |
| Interest revenue  | 18,811.91                     |
| Other revenue   | <u>1,086.86</u>               |
| TOTAL REVENUES  | <u>\$ 3,311,347.03</u>        |
| <b><u>EXPENDITURES</u></b>  |                               |
| Current:  |                               |
| General and administration  | \$ 2,353,427.61               |
| Capital outlay:   |                               |
| Current expenditures  | 1,424,153.95                  |
| Debt Service:   |                               |
| Principal retirement  | 211,657.34                    |
| Interest and fees   | <u>61,218.25</u>              |
| TOTAL EXPENDITURES  | <u>\$ 4,050,457.15</u>        |
| <b><u>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES<br/>BEFORE OTHER FINANCING SOURCES (USES)</u></b> | <b>\$ (739,110.12)</b>        |
| <b><u>OTHER FINANCING SOURCES (USES)</u></b>  |                               |
| Sale of assets  | <u>\$ 2,000.00</u>            |
| TOTAL OTHER FINANCING SOURCES (USES)  | <u>\$ 2,000.00</u>            |
| <b><u>NET CHANGE IN FUND BALANCE</u></b>  | <b>\$ (737,110.12)</b>        |
| <b><u>FUND BALANCE – Beginning of year</u></b>  | <u>4,576,278.05</u>           |
| <b><u>FUND BALANCE – End of year</u></b>  | <u><u>\$ 3,839,167.93</u></u> |

See accompanying notes to the basic financial statements.



**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE – MODIFIED CASH BASIS  
GOVERNMENTAL FUNDS  
YEAR ENDED OCTOBER 31, 2017**

|   | <b><u>General Fund</u></b>  |
|---|-----------------------------|
| <b>RECONCILIATION TO THE STATEMENT OF ACTIVITIES</b>  |                             |
| Net change in fund balance – total governmental funds   | \$ (737,110.12)             |
| Amounts reported for governmental activities in the Statement of Activities are different because:  |                             |
| Governmental funds do not report a gain or loss on sale of assets and it reports capital outlays as expenditures, while governmental activities reports gains or losses on sale of assets and reports depreciation expense as to allocate those expenditures over the life of the assets: |                             |
| Capital asset purchases capitalized   | 1,424,153.95                |
| Depreciation expense  | (133,169.83)                |
| Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.  | <u>211,657.34</u>           |
| <b>CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES</b>  | <b><u>\$ 765,531.34</u></b> |

See accompanying notes to the basic financial statements.

## **FIDUCIARY FUND AND FINANCIAL STATEMENTS**

Required financial statements for fiduciary funds are the statement of fiduciary net position and the statement of changes in fiduciary net position. Fiduciary fund financial statements should include information about all fiduciary funds. The statements should provide a separate column for pension (and other employee benefits) trust funds, investment trust funds, private-purpose trusts, and agency funds.

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**STATEMENT OF FIDUCIARY NET POSITION – MODIFIED CASH BASIS  
FIDUCIARY FUND  
OCTOBER 31, 2017**

**ASSETS**

Cash and cash equivalents \$ 61,340.92

TOTAL CURRENT ASSETS \$ 61,340.92

Investments, at fair value:

Money Market accounts \$ .31

U.S. Government obligations 30,474.50

Corporate equity funds 1,743,559.73

TOTAL INVESTMENTS \$ 1,774,034.54

TOTAL ASSETS \$ 1,835,375.46

**LIABILITIES**

TOTAL LIABILITIES \$ 0.00

**NET POSITION**

Held in trust for pension benefits and other purposes \$ 1,835,375.46

TOTAL NET POSITION \$ 1,835,375.46

See accompanying notes to the basic financial statements.

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION - MODIFIED CASH BASIS  
FIDUCIARY FUND  
YEAR ENDED OCTOBER 31, 2017**

**ADDITIONS**

|  |                           |                        |
|--|---------------------------|------------------------|
| Contributions:                                       |                           |                        |
| Employer   |                           | \$ 0.00                |
| Plan members   |                           | <u>0.00</u>            |
|  | TOTAL CONTRIBUTIONS       | <u>\$ 0.00</u>         |
| Investments earnings:                                |                           |                        |
| Net increase (decrease) in fair value of investments |                           | <u>\$ 219,137.74</u>   |
|  | TOTAL INVESTMENT EARNINGS | \$ 219,137.74          |
|  |                           |                        |
| Less investment expense                              |                           | <u>0.00</u>            |
|  | NET INVESTMENT EARNINGS   | <u>\$ 219,137.74</u>   |
| Other additions:                                     |                           |                        |
| Property taxes                                       |                           | <u>\$ 155,809.28</u>   |
|  | TOTAL OTHER ADDITIONS     | <u>\$ 155,809.28</u>   |
|  | TOTAL ADDITIONS           | <u>\$ 374,947.02</u>   |
| <b><u>DEDUCTIONS</u></b>                             |                           |                        |
| Benefits   |                           | \$ 378,745.64          |
| Administrative expenses                              |                           | <u>500.00</u>          |
|  | TOTAL DEDUCTIONS          | <u>\$ 379,245.64</u>   |
| <b><u>CHANGE IN NET POSITION</u></b>                 |                           | \$ (4,298.62)          |
| <b><u>NET POSITION - Beginning of year</u></b>       |                           | <u>1,839,674.08</u>    |
| <b><u>NET POSITION - End of year</u></b>             |                           | <u>\$ 1,835,375.46</u> |

See accompanying notes to the basic financial statements.

**NOTES TO FINANCIAL STATEMENTS**

# **NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS** **OCTOBER 31, 2017**

### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **A. Financial Reporting Entity**

The District's financial reporting entity is comprised of the following:

|                     |   |
|---------------------|---|
| Primary Government: | North Jefferson County Ambulance District |
| Component Units:    | None                                      |

In determining the financial reporting entity, the District complies with the provisions of GASB Statement No. 14, *The Financial Reporting Entity*.

#### **B. Basis of Presentation**

##### **Government-Wide Financial Statements**

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. The statements represent the governmental activities. Governmental activities generally are financed through taxes, intergovernmental revenues and other non-exchange revenues.

##### **Fund Financial Statements**

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. An emphasis is placed on major funds. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund are at least 10% of the corresponding total for all funds of that category or type, and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund are at least 5% of the corresponding total for all governmental funds combined.

The funds of the financial report entity are described as follows:

##### **Governmental Funds**

###### **General Fund**

The General Fund is the primary operating fund of the District and always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

## **Fiduciary Fund Type**

### **Pension Trust Fund**

This fund was established to provide pension benefits for District employees. The principal revenue source for this fund is a tax levy.

## **C. Measurement Focus and Basis of Accounting**

Measurement focus is a term used to describe “how” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

### **Measurement Focus**

In the government-wide Statement of Net Position and the Statement of Activities, governmental activities are presented using the economic resources measurement focus, within the limitations of the modified cash basis, as defined in item (b) following.

In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus, as applied to the modified cash basis of accounting, is used as appropriate:

- a. All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. All governmental activities utilize an “economic resources” measurement focus in the Statement of Net Position and the Statements of Activities. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent, financial, or nonfinancial) associated with their activities are reported.

### **Basis of Accounting**

In the government-wide Statement of Net Position and Statement of Activities and the fund financial statements, governmental activities are presented using a modified cash basis of accounting. This basis recognizes assets, liabilities, net position/fund equity, revenues and expenditures/expenses when they result from cash transactions with a provision for depreciation in the government-wide statements. This basis is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) *are not recorded* in these financial statements.

If the District utilized the basis of accounting recognized as generally accepted, the fund financial statements for governmental funds would use the modified accrual basis of accounting. All government-wide financials would be presented on the accrual basis of accounting.

**D. Assets, Liabilities and Equity**

Cash and Cash Equivalents

“Cash and cash equivalents” includes all demand and savings accounts, and certificates of deposit or short-term investments with an original maturity of three months or less.

Capital Assets

The District’s modified cash basis of accounting reports capital assets resulting from cash transactions and reports depreciation where appropriate. The accounting treatment over property, plant and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

*Government-Wide Statements*

In the government-wide financial statements, capital assets arising from cash transactions are accounted for as assets in the Statement of Net Position. All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets, which are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets arising from cash transactions is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets’ estimated useful lives using the straight-line method of depreciation. A capitalization threshold of \$10,000 is used to report capital assets. The range of estimated useful lives by type of asset is as follows:

|                                 |               |
|---------------------------------|---------------|
| - Ambulance and vehicles        | 5 - 7 years   |
| - Medical equipment             | 5 - 7 years   |
| - Office furniture and fixtures | 5 years       |
| - Buildings                     | 30 - 50 years |

*Fund Financial Statements*

In the fund financial statements, capital assets arising from cash transactions acquired for use in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Long-Term Debt

All long-term debt arising from cash transactions to be repaid from governmental resources is reported as liabilities in the government-wide statements.

Long-term debt arising from cash transactions of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures.

Compensated Absences

As a result of the use of the modified cash basis of accounting, liabilities related to accrued compensated absences are not recorded in the government-wide or fund financial statements. Expenditures/expenses related to compensated absences are recorded when paid. Employees must use accrued vacation leave. If not used during the year, the vacation time will be lost. Employees are not



entitled to payment for any unused vacation time upon termination of employment, regardless of the reason for the termination. Accumulated sick leave is paid upon termination of employment for any reason. The amount of accrued sick pay and vacation pay at October 31, 2017 is \$44,929.08.

### Equity Classification

#### *Government-Wide Statements:*

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

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

It is the District’s policy to first use restricted net position prior to the use of unrestricted net position when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

### Fund Balances

The District adopted GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54). The statement is designed to improve financial reporting by establishing fund balance classifications that are easier to understand and apply. GASB 54 establishes the following classifications depicting the relative strength of the constraints that control how specific amounts can be spent:

Non-spendable – Amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund).

Restricted – Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government) through constitutional provisions or by enabling legislation.

Committed – Amounts constrained to specific purposes by the District itself using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the District takes the same highest-level action to remove or change the constraint. The District’s highest level of decision-making authority is the Board of Aldermen. The formal action that is required to be taken to establish committed fund balances is either by ordinance or resolution.

Assigned – Amounts the District intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.

Unassigned – Amounts that are available for any purpose; these amounts are reported only in the General Fund.

The District’s policy is to spend the most restricted resources first before less restricted resources in the following order: Non-spendable (if funds become spendable), restricted, committed, assigned, then unassigned.

The District’s fund balance policy was enacted in an effort to ensure financial security through the maintenance of a healthy reserve fund that guides the creation, maintenance, and use of resources for financial stabilization purposes. The District’s primary objective is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. The District also seeks to maintain the highest possible credit ratings which are dependent, in part, on the District’s maintenance of a healthy fund balance. The unrestricted fund balances of the General Fund have been accumulating to meet this purpose to provide stability and flexibility in order to respond to unexpected adversity and/or opportunities. The target is to maintain an unrestricted fund balance of not less than 15% of annual operating expenditures in order to provide adequate funding to cover approximately two months of operating expenditures, provide the liquidity necessary to accommodate the District’s uneven cash flow, which is inherent in its periodic tax collection schedule, and provide liquidity to respond to contingent liabilities.

**E. Property Tax**

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on October 15 and payable by December 31. Taxes paid after December 31 are subject to penalties. The Jefferson County Collector bills and collects the property taxes, which are distributed to the District. The District records the revenues from property taxes when they are received, since the District uses the modified cash basis of accounting.

**F. Revenues, Expenditures and Expenses**

Program Revenues

In the Statement of Activities, modified cash basis revenues that are derived directly from each activity or from parties outside the District’s taxpayers are reported as program revenues. The District has the following program revenues in each activity:

|               |                     |
|---------------|---------------------|
| Public Safety | Ambulance user fees |
|---------------|---------------------|

All other governmental revenues are reported as general. All taxes are classified as general revenue even if restricted for a specific purpose.

Expenditures/Expenses

In the government-wide financial statements, expenses are reported on the modified cash basis and are classified by function for governmental activities.

In the fund financial statements, expenditures are classified as follows:

|                                    |  |
|------------------------------------|--|
| Governmental Funds - By Character: | Current (further classified by activity) |
|                                    | Capital Outlay                           |
|                                    | Debt Service                             |

In the fund financial statements, governmental funds report expenditures of financial resources.

## Operating Revenue and Expenses

Operating revenue and expenses include all revenues and expenses not related to capital and related financing, noncapital financing, or investing activities.

### **G. Use of Estimates**

The preparation of financial statements in conformity with the other comprehensive basis of accounting (OCBOA) used by the District requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

### **H. Post - Employment Health Care Benefits**

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the District provides healthcare benefits to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured on or before the first (1st) day of the month for the actual month covered. This program is offered for a duration of 18 months after the termination date. There is no associated cost to the District under this program, and there is one participant in the program as of October 31, 2017.

### **I. Other Post-Employment Benefits**

Pursuant R.S. Mo. 67.210, 1998, eligible retired employees of the District are afforded a retirement benefit which is designed to assist in enabling said retirees to contribute toward his or her own health insurance benefit plan and/or toward the payment of deductibles and co-pay of health and other related plans, or toward health-related bills not covered under a plan, if any, carried by the employee during the eligibility period.

The District provides a retirement health reimbursement program for its employees as business conditions permit. The District desires to continue such retirement benefit with the intent that it be used by eligible retirees toward healthcare costs, and also to include among the persons eligible retirees who retire from the District between the ages of 55 and 59, on a reduced monthly benefit basis, from amount afforded to those eligible retirees who would retire at the age of 55 or older, and have further determined that the \$750.00 benefit for retirees retiring after 59 shall be reduced and calculated so that the amount received by eligible early retirees (who have reached 55) shall be reduced 5% for each year under the age of 59 for which the retirement occurs.

The District has determined that no actuary calculation will be necessary since there will be no more than four employees eligible for this benefit at any one time. Therefore, the District has not recorded any post-employment benefit liability as of October 31, 2017. Total cost for the year ended October 31, 2017 was \$17,746.44. There are two participants in the program as of October 31, 2017.

## **2. CASH AND INVESTMENTS**

The District has determined that interest-bearing checking accounts, certificates of deposit, repurchase agreements, United States Government Obligations, bonds, notes or other obligations of the State of Missouri, and any other securities or investments that are lawful for the investment of monies held in such funds or accounts under the law of the State of Missouri are appropriate types of deposits and investments for its needs.

| <u>Depository Account</u>  | <u>Bank Balance</u>    |
|--|------------------------|
| Insured  | \$ 2,868,911.79        |
| Collateralized:  |                        |
| Collateral held by District's agent in the District's name                     | 0.00                   |
| Collateral held by pledging bank's trust department in the District's name     | 1,035,671.39           |
| Collateral held by pledging bank's trust department not in the District's name | 0.00                   |
| Uninsured and uncollateralized   | <u>0.00</u>            |
| Total  | <u>\$ 3,904,583.18</u> |

**Custodial Credit Risk - Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of October 31, 2017, \$0.00 of the District's bank balance of \$3,904,583.18 was exposed to credit risk as follows:

| <u>Type of Deposit</u>  | <u>Custody Credit Risk Amount</u> |
|---|-----------------------------------|
| Uninsured and Uncollateralized  | \$ 0.00                           |
| Uninsured and collateralized by pledging bank's trust department not in the District's name | <u>0.00</u>                       |
| Total   | <u>\$ 0.00</u>                    |

**3. RESTRICTED ASSETS**

The amount of restricted assets is comprised as follows:

**Governmental Activities:**

|                           |                      |
|---------------------------|----------------------|
| Cash                      | \$ 138,911.79        |
| Less: Liabilities         | <u>0.00</u>          |
| Net Position - Restricted | <u>\$ 138,911.79</u> |

**Governmental Fund:**

|                           |                      |
|---------------------------|----------------------|
| Cash                      | \$ 138,911.79        |
| Less: Liabilities         | <u>0.00</u>          |
| Fund Balance - Restricted | <u>\$ 138,911.79</u> |

**4. COMMITTED FUND BALANCE**

The District has committed \$215,974.00 of the fund balance for the purchase of new ambulance, and \$121,500.00 for early retirement buyout option.

|                         | <u>General Fund</u>  |
|-------------------------|----------------------|
| Cash                    | \$ 337,474.00        |
| Less: Liabilities       | <u>0.00</u>          |
| Fund Balance - assigned | <u>\$ 337,474.00</u> |

## 5. CAPITAL ASSETS

Capital asset activity resulting from modified cash basis transactions for the fiscal year ended October 31, 2017 was as follows:

| <u>Governmental Activities:</u>             | <u>Balance<br/>Nov. 1, 2016</u> | <u>Additions</u>       | <u>Deductions</u>   | <u>Balance<br/>Oct. 31, 2017</u> |
|---|---------------------------------|------------------------|---------------------|----------------------------------|
| Capital assets not being depreciated:       |                                 |                        |                     |                                  |
| Land  | \$ 1,093,646.29                 | \$ 0.00                | \$ 0.00             | \$ 1,093,646.29                  |
| Total capital assets not being depreciated  | <u>\$ 1,093,646.29</u>          | <u>\$ 0.00</u>         | <u>\$ 0.00</u>      | <u>\$ 1,093,646.29</u>           |
| Capital assets being depreciated:           |                                 |                        |                     |                                  |
| Ambulances and vehicles                     | \$ 549,634.75                   | \$ 0.00                | \$ 0.00             | \$ 549,634.75                    |
| Medical equipment                           | 347,037.35                      | 0.00                   | 44,183.77           | 302,853.58                       |
| Buildings and improvements                  | 1,498,064.31                    | 1,424,153.95           | 0.00                | 2,922,218.26                     |
| Office furniture and fixtures               | <u>11,759.04</u>                | <u>0.00</u>            | <u>0.00</u>         | <u>11,759.04</u>                 |
| Total capital assets being depreciated      | <u>\$ 2,406,495.45</u>          | <u>\$ 1,424,153.95</u> | <u>\$ 44,183.77</u> | <u>\$ 3,786,465.63</u>           |
| Less accumulated depreciation:              |                                 |                        |                     |                                  |
| Ambulances and vehicles                     | \$ 373,170.62                   | \$ 61,448.61           | \$ 0.00             | \$ 434,619.23                    |
| Medical equipment                           | 255,937.05                      | 20,314.53              | 44,183.77           | 232,067.81                       |
| Buildings and improvements                  | 208,979.13                      | 51,210.71              | 0.00                | 260,189.84                       |
| Office furniture and fixtures               | <u>11,563.06</u>                | <u>195.98</u>          | <u>0.00</u>         | <u>11,759.04</u>                 |
| Total accumulated depreciation              | <u>\$ 849,649.86</u>            | <u>\$ 133,169.83</u>   | <u>\$ 44,183.77</u> | <u>\$ 938,635.92</u>             |
| Total capital assets being depreciated, net | <u>\$ 1,556,845.59</u>          | <u>\$ 1,290,984.12</u> | <u>\$ 0.00</u>      | <u>\$ 2,847,829.71</u>           |
| Governmental activities capital assets, net | <u>\$ 2,650,491.88</u>          | <u>\$ 1,290,984.12</u> | <u>\$ 0.00</u>      | <u>\$ 3,941,476.00</u>           |

Depreciation expense was charged to the public safety function in the Statement of Activities.

Depreciation expense totaled \$133,169.83 for fiscal year end October 31, 2017.

## 6. LONG-TERM DEBT

### Governmental Activities

As of October 31, 2017, the long-term debt, arising from cash transactions, payable from general revenue fund resources consisted of the following:

|   |                        |
|---|------------------------|
| • Lease obligation - House #2 construction, payable in monthly installments, final payment due June 30, 2026. | \$ 1,940,386.64        |
| Total   | <u>\$ 1,940,386.64</u> |

**Changes in Long-Term Debt**

The following is a summary of changes in long-term debt for the year ended October 31, 2017:

| <b><u>Governmental Activities:</u></b>           | <b><u>Balance<br/>Nov. 30, 2016</u></b> | <b><u>Additions</u></b> | <b><u>Deletions</u></b> | <b><u>Balance<br/>Oct. 31, 2017</u></b> | <b><u>Amount Due<br/>Within One<br/>Year</u></b> |
|--|---|-------------------------|-------------------------|---|--|
| Lease purchase payable -<br>Clayton Holdings LLC | \$ 2,152,043.98                         | \$ 0.00                 | \$ 211,657.34           | \$ 1,940,386.64                         | \$ 200,586.28                                    |
| Total Governmental Activities                    | \$ 2,152,043.98                         | \$ 0.00                 | \$ 211,657.34           | \$ 1,940,386.64                         | \$ 200,586.28                                    |

**Debt Service Requirement to Maturity**

**Lease Purchase Agreement – House #2**

| <b><u>Payment<br/>Date</u></b> | <b><u>Interest<br/>Rate</u></b> | <b><u>Lease<br/>Payment</u></b> | <b><u>Interest<br/>Component</u></b> | <b><u>Principal<br/>Component</u></b> | <b><u>Purchase<br/>Option</u></b> |
|--------------------------------|---------------------------------|---------------------------------|--------------------------------------|---------------------------------------|-----------------------------------|
|                                |                                 |                                 |                                      |                                       | \$ 1,940,386.64                   |
| 10/31/18                       | 2.75%                           | \$ 251,885.16                   | \$ 51,298.88                         | \$ 200,586.28                         | 1,756,306.24                      |
| 10/31/19                       | 2.75%                           | 251,885.16                      | 45,712.68                            | 206,172.48                            | 1,550,133.76                      |
| 10/31/20                       | 2.75%                           | 251,885.16                      | 39,970.92                            | 211,914.24                            | 1,338,219.52                      |
| 10/31/21                       | 2.75%                           | 251,885.16                      | 34,069.26                            | 217,815.90                            | 1,120,403.62                      |
| 10/31/22                       | 2.75%                           | 251,885.16                      | 28,003.24                            | 223,881.92                            | 896,521.70                        |
| 10/31/23                       | 2.75%                           | 251,885.16                      | 21,768.30                            | 230,116.86                            | 666,404.84                        |
| 10/31/24                       | 2.75%                           | 251,885.16                      | 15,359.72                            | 236,525.44                            | 429,879.40                        |
| 10/31/25                       | 2.75%                           | 251,885.16                      | 8,772.65                             | 243,112.51                            | 186,766.89                        |
| 10/31/26                       | 2.75%                           | 172,407.99                      | 2,146.98                             | 170,261.01                            | 0.00                              |
|                                |                                 | \$ 2,187,489.27                 | \$ 247,102.63                        | \$ 1,940,386.64                       |                                   |

Annual payments are subject to annual appropriation. The lease has been accounted for as an acquisition of an asset. The minimum lease is the payment amount.

**Interest Expense Allocated by Function**

Interest expense, including fiscal agent fees, on long-term debt was charged to functions in the Statement of Activities as follows:

Governmental-Type Activities:

|              |              |
|--------------|--------------|
| General Fund | \$ 61,218.25 |
|--------------|--------------|

**7. RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employees' health and life; and natural disasters.

The District manages these various risks of loss as follows:

| <u>Type of Loss</u>                             | <u>Method Managed</u>          | <u>Risk of Loss Retained</u> |
|---|--------------------------------|------------------------------|
| a. Torts, errors, and omissions                 | Purchased commercial insurance | None                         |
| b. Workers compensation, health and life        | Purchased commercial insurance | None                         |
| c. Physical property loss and natural disasters | Purchased commercial insurance | None                         |

The District continues to carry commercial insurance for all other risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**8. EMPLOYEE PENSION AND OTHER BENEFIT PLANS**

The District has a defined contribution pension plan, North Jefferson County Ambulance District 401(a) Profit Sharing Plan, which is administered by Qualified Plan Consultants, Inc. The plan covers all employees who meet the plan’s eligibility requirements. The District’s covered payroll for 2017 was \$976,930.99 as compared to total payroll for all employees of \$1,315,023.32. All employees who are full-time, have been employed for one year, and work a minimum of 1,000 hours per year are eligible to participate in the plan. Participants vest in the plan in 20% increments and are fully vested after 5 years. Forfeitures can be used to reduce employer contributions and are allocated to each eligible participant. There were no forfeitures during the year. District contributions to the plan for the year ended October 31, 2017 totaled \$167,715.26. The District contributes 8% to 25% of the eligible participants’ base compensation, based on the number of years of service, to the plan. Employees may not contribute a portion of their salary. The pension payable at year end was \$0.

**9. ASSESSED VALUATION AND TAX LEVY**

|  | <u>2 0 1 6</u>                                     |
|--|--|
| Aggregate Assessed Valuation                 | \$ <u>354,469,413.00</u>                           |
|  | <u>Tax Levy Per \$100.00 of Assessed Valuation</u> |
| General Fund                                 | \$ .3352   |
| Pension Fund                                 | <u>.0494</u>                                       |
|  | <u>\$ .3846</u>                                    |
| Total taxes assessed                         | \$ 1,363,289.36                                    |
| Less - 1.6% collection fees                  | <u>(21,812.63)</u>                                 |
|  | <u>\$ 1,341,476.73</u>                             |
| Tax collections (including delinquent taxes) | <u>\$ 1,409,258.71</u>                             |

The receipts of current and delinquent property taxes during the year ended October 31, 2017 aggregated approximately 105% of the current assessed taxes.

## 9. COMMITMENT

On January 23, 2017, the District approved an early retirement buyout option. The early buyout option allows an employee to receive a one-time buyout of \$4,500.00 for every completed consecutive year of full-time service with the District or have that sum placed into an annuity set by the employee with Raymond James Financial. As of October 31, 2017, one employee has chosen this option and the sum of \$121,500.00 will be placed into an annuity in December 2017.

## 10. SUBSEQUENT EVENT

On October 16, 2017, the District approved the purchase of a new ambulance, not to exceed \$220,000.00. On November 20, 2017, the District signed a contract with Foster Coach Sales, Inc. for the purchase of a 2018 Ford F-550 ambulance for \$215,974.00.

## 11. TAX ABATEMENT AGREEMENTS

The cities/counties served by the District utilize two types of tax abatement programs to attract jobs and industrial investments to their cities/counties. They are Chapter 100 and Chapter 353.

**Chapter 100** - At October 31, 2017, the cities/counties served by the District had no Chapter 100 projects. Chapter 100 is a means of using bonds to purchase the building and equipment with the city/county holding title to the property and the company paying a PILOT (payment in lieu of taxes) or a grant to the city/county each year. The cities/counties share a portion of these taxes with the District. At October 31, 2017, \$0.00 of the District's share of the real estate property taxes were abated through the Chapter 100 program.

**Chapter 353** - At October 31, 2017, the cities/counties served by the District had no active Chapter 353 projects. Chapter 353 is taking a blighted piece of property and giving tax abatement for a limited number of years to a company who will improve the property and bring in jobs. At October 31, 2017, \$0.00 of the District's share of the real estate property taxes were abated through the Chapter 353 program.

## 12. DISTRICT OFFICIALS

|                          |                  |
|--------------------------|------------------|
| Director - Chairman      | Carla Hloben     |
| Director - Vice Chairman | Diana Davis      |
| Director - Treasurer     | Kathy Hennessey  |
| Director - Secretary     | Rebecca Cowley   |
| Director                 | Kurt Weffelmeyer |
| Director                 | Ken Kays         |
| Chief                    | Jamie Guinn      |
| Business Manager         | Jennifer Wilson  |



## **OTHER INFORMATION**

Other information includes financial information and disclosures that are presented for purposes of additional analysis but are not considered a part of the basic financial statements. Such information includes:

- Budgetary Comparison Schedule - General Fund
- Notes to Other Information - Budgetary Comparison Schedule

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS**

**GENERAL FUND**

**YEAR ENDED OCTOBER 31, 2017**

|   | <b><u>Budgeted Amounts</u></b> |                        | <b><u>Actual Amounts</u></b> |
|---|--------------------------------|------------------------|------------------------------|
|   | <b><u>Original</u></b>         | <b><u>Final</u></b>    |                              |
| <b><u>BEGINNING BUDGETARY FUND BALANCE</u></b>      | \$ 4,576,278.05                | \$ 4,576,278.05        | \$ 4,576,278.05              |
| <b><u>RESOURCES (inflows):</u></b>                  |                                |                        |                              |
| Taxes, penalties and interest                       | 1,200,000.00                   | 1,200,000.00           | 1,253,449.43                 |
| Sales tax   | 1,100,000.00                   | 1,300,000.00           | 1,391,003.28                 |
| User fees   | 625,000.00                     | 625,000.00             | 646,995.55                   |
| Interest earned                                     | 3,500.00                       | 3,500.00               | 18,811.91                    |
| Other revenue                                       | 1,800.00                       | 1,800.00               | 1,086.86                     |
| Sale of assets                                      | <u>0.00</u>                    | <u>0.00</u>            | <u>2,000.00</u>              |
| AMOUNT AVAILABLE FOR APPROPRIATION                  | <u>\$ 7,506,578.05</u>         | <u>\$ 7,706,578.05</u> | <u>\$ 7,889,625.08</u>       |
| <b><u>CHARGES TO APPROPRIATIONS (outflows):</u></b> |                                |                        |                              |
| Current:  |                                |                        |                              |
| General and administrative -                        |                                |                        |                              |
| Professional fees                                   | \$ 47,970.00                   | \$ 47,970.00           | \$ 42,014.25                 |
| Gas and oil   | 20,000.00                      | 20,000.00              | 16,209.78                    |
| Ambulance repairs and maintenance                   | 34,000.00                      | 54,000.00              | 45,889.26                    |
| Ambulance supplies                                  | 800.00                         | 800.00                 | 150.89                       |
| Building maintenance                                | 36,732.00                      | 51,232.00              | 111,067.90                   |
| Election  | 20,000.00                      | 8,031.00               | 6,161.83                     |
| Dues and subscriptions                              | 1,600.00                       | 1,600.00               | 1,783.99                     |
| Board of Directors reimbursement                    | 3,600.00                       | 3,600.00               | 2,000.00                     |
| Insurance   | 37,879.00                      | 40,557.00              | 18,750.26                    |
| Salary  | 1,230,804.00                   | 1,243,804.00           | 1,315,023.32                 |
| Utilities   | 50,360.00                      | 50,360.00              | 41,528.49                    |
| Administrative costs                                | 14,060.00                      | 14,060.00              | 18,941.36                    |
| Payroll taxes                                       | 95,879.00                      | 95,879.00              | 97,758.02                    |
| Communications expense                              | 10,063.00                      | 3,000.00               | 11,732.56                    |
| Training  | 40,411.00                      | 41,689.00              | 29,040.34                    |
| Uniforms  | 16,600.00                      | 3,600.00               | 19,379.14                    |
| Public relations                                    | 16,855.00                      | 16,855.00              | 12,778.09                    |
| Computer expenses                                   | 41,504.00                      | 41,504.00              | 89,517.48                    |
| Health / wellness                                   | 26,032.00                      | 26,032.00              | 17,597.39                    |
| Recruitment / procurement                           | 3,000.00                       | 6,000.00               | 5,165.55                     |
| EMS supplies  | 40,800.00                      | 58,863.00              | 61,672.28                    |
| EMS maintenance and repairs                         | 6,000.00                       | 7,104.00               | 7,396.06                     |
| EMS equipment                                       | 62,200.00                      | 62,200.00              | 59,570.80                    |

See accompanying notes to Budgetary Comparison Schedule.

**NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

**BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS  
GENERAL FUND  
YEAR ENDED OCTOBER 31, 2017**

|   | <b><u>Budgeted Amounts</u></b> |                        | <b><u>Actual<br/>Amounts</u></b> |
|---|--------------------------------|------------------------|----------------------------------|
|   | <b><u>Original</u></b>         | <b><u>Final</u></b>    |                                  |
| <b><u>CHARGES TO APPROPRIATIONS (outflows) cont.:</u></b> |                                |                        |                                  |
| Current (cont.):  |                                |                        |                                  |
| Group insurance   | \$ 319,472.00                  | \$ 319,472.00          | \$ 260,216.57                    |
| Workers compensation insurance                            | 120,000.00                     | 120,000.00             | 54,461.00                        |
| Reserves  | 225,000.00                     | 225,000.00             | 0.00                             |
| Benefit administration                                    | <u>2,914.00</u>                | <u>6,914.00</u>        | <u>7,621.00</u>                  |
| TOTAL CURRENT   | <u>\$ 2,524,535.00</u>         | <u>\$ 2,570,126.00</u> | <u>\$ 2,353,427.61</u>           |
| Capital outlay:   |                                |                        |                                  |
| Building and improvements                                 | <u>\$ 153,844.00</u>           | <u>\$ 1,573,494.00</u> | <u>\$ 1,424,153.95</u>           |
| TOTAL CAPITAL OUTLAY                                      | <u>\$ 153,844.00</u>           | <u>\$ 1,573,494.00</u> | <u>\$ 1,424,153.95</u>           |
| Debt Service:   |                                |                        |                                  |
| Principal retirement                                      | \$ 195,151.46                  | \$ 195,151.42          | \$ 211,657.34                    |
| Interest and fees   | <u>56,769.58</u>               | <u>56,769.58</u>       | <u>61,218.25</u>                 |
| TOTAL DEBT SERVICE  | <u>\$ 251,921.04</u>           | <u>\$ 251,921.00</u>   | <u>\$ 272,875.59</u>             |
| TOTAL CHARGES TO APPROPRIATIONS                           | <u>\$ 2,930,300.04</u>         | <u>\$ 4,395,541.00</u> | <u>\$ 4,050,457.15</u>           |
| <b><u>ENDING BUDGETARY FUND BALANCE</u></b>               | <u>\$ 4,576,278.01</u>         | <u>\$ 3,311,037.05</u> | <u>\$ 3,839,167.93</u>           |

See accompanying notes to Budgetary Comparison Schedule.

## **NORTH JEFFERSON COUNTY AMBULANCE DISTRICT**

### **NOTES TO OTHER INFORMATION BUDGETARY COMPARISON SCHEDULE OCTOBER 31, 2017**

#### **Budgets and Budgetary Practices**

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

- a. Prior to October 1, the District Administrator submits to the Board of Directors a proposed General Fund budget for the upcoming year. The operating budget includes proposed expenditures and the means of financing them.
- b. Open meetings of the Board of Directors are held to obtain taxpayer comments.
- c. Prior to October 31, the budget is adopted by the Board of Directors.
- d. The budget is adopted on a basis consistent with the modified cash basis of accounting.
- e. Any revisions that alter the total expenditures must be approved by the Board of Directors.
- f. Subsequent to year end, the Board of Directors adopts an amended budget approving any additional expenditures, if necessary.
- g. All annual appropriations lapse at fiscal year-end.

#### **Basis of Accounting**

The budget is prepared on the same modified cash basis of accounting as applied to the governmental funds in the basic financial statements. Revenues and expenditures are reported when they result from cash transactions.