#### BOROUGH OF TRAPPE FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2022

#### **BOROUGH OF TRAPPE**

#### **TABLE OF CONTENTS**

	<u>Pages</u>
Independent Auditors' Report	1 – 3
Management's Discussion and Analysis	4 – 12
Government-Wide: Statement of Net Position – Modified Cash Basis	13
Statement of Activities – Modified Cash Basis	14
Fund Financial Statements: Statement of Assets, Liabilities, and Fund Balance – Modified Cash Basis – Governmental Funds	15
Statement of Revenues, Expenditures, and Changes in Fund Balances – Modified Cash Basis – Governmental Funds	16
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Activities – Modified Cash Basis	17
Statement of Fiduciary Net Position – Modified Cash Basis	18
Statement of Changes in Fiduciary Net Position – Modified Cash Basis	19
Notes to Financial Statements	20 – 29
Supplementary Information:	
Budgetary Comparison Schedule – General Fund	30
Note to Budgetary Comparison Schedule – General Fund	31



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#### INDEPENDENT AUDITORS' REPORT

Borough Council Borough of Trappe Trappe, Pennsylvania

#### **Opinions**

We have audited the accompanying modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Borough of Trappe, as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements as listed in the table of contents.

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, each major fund, and the aggregate remaining fund information of the Borough of Trappe as of December 31, 2022, 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 described in Note 1.

#### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Borough of Trappe, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 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.

#### Responsibilities of Management 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 1, and for 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.

#### Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Borough of Trappe's internal control. Accordingly,
  no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Borough of Trappe's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

#### **Other Matters**

#### Other Information

Management is responsible for the other information included in the annual report. The other information comprises the management's discussion and analysis and budgetary comparison schedule on pages 4 through 12 and 30 through 31 but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

STYER ASSOCIATES
Certified Public Accountants

Souderton, Pennsylvania August 31, 2023

As management of the Borough of Trappe (the "Borough"), we offer readers of the Borough's financial statements this narrative overview and analysis of the financial activities of the Borough for the year ended December 31, 2022. Please read it in conjunction with the Borough's basic financial statements, which follow this section.

#### Financial Highlights

- The assets of the Borough exceeded its liabilities at the close of the most recent year by \$8,330,695 (net position). Of this amount, \$3,888,165 (unrestricted net position) may be used to meet the Borough's ongoing obligations to citizens and creditors.
- The Borough's total net position increased by \$813,535 for the year ending December 31, 2022.
- As of the close of the current year, the Borough's governmental funds reported combined ending fund balances of \$9,054,409, an increase of \$5,288,303 in comparison with the prior year. 30% of the amount is available for spending at the Borough's discretion (unassigned fund balance).
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$2,677,764, or 185% of general fund expenditures.

#### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Borough's basic financial statements. The Borough's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other information in addition to the basic financial statements themselves.

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

The government-wide financial statements are designed to provide the readers with a broad overview of the Borough's finances, in a manner similar to a private-sector business. The statement of net position presents information on all of the Borough's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of how the financial position of the Borough may be changing. Changes in net position may reflect a changing manner in how the Borough may have used previously accumulated funds.

The statement of activities presents information showing how the Borough's net position changed during the most recent fiscal year.

#### **Government-Wide Financial Statements (Continued):**

The governmental activities of the Borough include general government administration, public safety, and public works. The government-wide financial statements can be found on pages 13 through 14 of this report.

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

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Borough, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Borough's near-term financing decisions. Both the governmental fund statement of assets, liabilities, and fund balance and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds and governmental activities*.

The Borough maintains four governmental fund types. The Borough adopts annual appropriated budgets for its governmental funds. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with the budget. The basic governmental fund financial statements can be found on pages 15 through 17 of this report.

*Fiduciary Funds* are used to report assets held in a trustee or custodial capacity for others. The basic fiduciary fund financial statements can be found on pages 18 through 19 of this report.

#### **Notes to the Financial Statements:**

The notes provide basic information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 20 through 29 of this report.

#### Other information:

In addition to the basic financial statements and accompanying notes, this report also presents supplementary information concerning budgetary comparisons for the general fund. Supplementary information can be found on pages 30 and 31 of this report.

#### **Government-Wide Financial Analysis:**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Borough, assets exceeded liabilities by \$8,330,695 at the close of the most recent fiscal year. A large portion of the Borough's net position, \$3,831,286 (46% of total), reflects its investment in capital assets (e.g., land, buildings, improvements, machinery and equipment, and infrastructure). The Borough uses these capital assets to provide service to citizens; consequently, these assets are *not* available for future spending (i.e., the Borough's investment in capital assets are of a permanent nature as assets acquired are generally not sold or otherwise disposed of during their useful life).

The following table summarizes the Borough's Statement of Net Position:

### SUMMARY OF NET POSITION – MODIFIED CASH BASIS DECEMBER 31, 2022 AND 2021

	Governmental <u>Activities</u>	Governmental <u>Activities</u>
Current and other assets Capital assets TOTAL ASSETS	2022 \$ 9,318,185 _3,831,286 \$ 13,149,471	2021 \$ 3,961,052 3,751,054 \$_7,712,106
Liabilities: Long term liabilities Other liabilities  TOTAL LIABILITIES Net position:	\$ 4,555,000 <u>263,776</u> <u>4,818,776</u>	\$ 0 194,946 194,946
Invested in capital assets Restricted Unrestricted TOTAL NET POSITION	3,831,286 611,244 3,888,165 8,330,695	3,751,054 402,987 3,363,119 7,517,160
TOTAL LIABILITIES AND NET POSITION	\$ <u>13,149,471</u>	\$ <u>7,712,106</u>

At the end of the current fiscal year, the Borough is able to report positive balances in all categories of net position.

As noted previously, the Borough's net position increased by \$813,535 for the year ending December 31, 2022.

The following table summarizes the Borough's Statement of Activities:

### CHANGES IN NET POSITION – MODIFIED CASH BASIS YEARS ENDED DECEMBER 31, 2022 AND 2021

	Governmental <u>Activities</u>	Governmental <u>Activities</u>
	2022	2021
Revenues:		
Program revenues:		
Charges for services	\$ 139,908	\$ 144,514
Grants and contributions	272,416	258,569
General revenues:		Ŷ
Property taxes	241,057	240,365
Earned income taxes	1,053,364	1,049,629
Other taxes	384,913	355,953
Investment and miscellaneous earnings	115,693	37,306
Total Revenues	2,207,351	2,086,336
Expenses:		
General government	490,057	400,120
Public safety	124,246	121,835
Refuse	269,123	261,673
Public works	332,364	368,240
Recreation and parks	47,675	36,492
Other expenses	130,351	40,476
Total Expenses	1,393,816	1,228,836
Increase in net position	813,535	857,500
NET POSITION – BEGINNING	7,517,160	6,659,660
NET POSITION – ENDING	\$ <u>8,330,695</u>	\$ <u>7,517,160</u>

#### Financial Analysis of the Borough's Funds

As noted earlier, the Borough uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

#### **Governmental Funds:**

The focus of the Borough's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Borough's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Borough's governmental funds reported an ending fund balance of \$9,054,409, an increase of \$5,288,303 in comparison with the prior year.

At the end of the current fiscal year, unassigned fund balance of the General Fund was \$2,677,764. As a measure of the General Fund's liquidity, the fund balance represents 185% of the total General Fund expenditures.

#### Capital Assets:

The Borough's investment in capital assets for its governmental activities as of December 31, 2022, amounts to \$3,831,286 (net of accumulated depreciation). This investment in capital assets includes buildings, improvements, machinery and equipment, and infrastructure.

Capital assets, net of accumulated depreciation, are illustrated below in the following table:

	Governmenta Activities	Governmental <u>Activities</u>
Land Construction in progress Buildings Equipment Infrastructure Total	\$ 90,803 98,072 428,915 232,721 2,980,775 \$ 3,831,286	\$\frac{2021}{90,803} 0 328,073 260,980 3,071,198 \$\frac{3,751,054}{3,751,054}

Additional information on the Borough's capital assets can be found in Note 3 on pages 25 and 26 of this report.

#### **Long Term Debt:**

At the end of the current year, the Borough had total outstanding debt of \$4,555,000 and details are summarized in the following table:

#### **OUTSTANDING DEBT AT YEAR END**

	<u>2022</u>		<u>2021</u>
Notes payable	\$ <u>4,555,000</u>	\$_	0

Additional information on the Borough's long-term debt and compliance can be found in note 5 on pages 26 through 27 of this report.

#### Economic Factors and Next Year's Budgets and Rates

#### Revenues

The Real Estate Tax of .47 mills has remained the same since its reintroduction in 2013. The 2019 - 2022 Budget assumes \$119,380 in real estate tax income for 2022 and thereafter increases property value and taxes two percent (2%) annually. An increase of an additional .25 mills was introduced for the 2023 budget for the purposes of funding the needs of Emergency Services, particularly the construction of the new firehouse.

Real Estate Transfer Tax includes a one-half percent (0.5%) tax on the sales price of real estate in the Borough. This tax is assessed against improved properties (possessing structures) and unimproved properties (vacant land) and collected at the time of the sale of same. (Note: Real estate transfers in Trappe are subject to a two percent Real Estate Transfer Tax. One percent is paid to the Commonwealth and one-half percent is paid to the Perkiomen Valley School District.) The amount of tax revenue received is directly related to the health of the local real estate market. This revenue increases in a robust real estate market and falls in a down real estate market.

The 2023 Budget assumes real estate transfer taxes of \$175,000 for existing development. The Borough is increasing the projected receipts of this tax by three percent (3%) for 2022 through 2025. Additionally, the 2023 estimates included an increase for the remaining sales of the 7<sup>th</sup> Avenue Tract.

The real estate market will be monitored and the Real Estate Transfer Tax estimates for future budget years will be revised, as conditions warrant.

The Earned Income Tax is the Borough's primary revenue source. (Note: Trappe Borough residents currently pay 1.4% earned income tax, but 0.9% of that is collected for the Perkiomen Valley School District.) Earned income includes salaries, wages, and net business profits and tips. Earned income does <u>not</u> include income received from Social Security, unemployment compensation, interest, dividends, pension plans, disability payments and distributions from 401(k) and like retirement accounts. The \$975,000 budgeted for 2023 is derived by increasing the 12 months ending November 30, 2022 annualized. The 2023 budget assumes revenues to grow as development continues. The budget for 2022-2024 assumes an annual two percent (2%) increase in earned income tax for the following three years.

As required by Act 32, earned income tax paid by a majority of County residents was collected by a single entity (the "Tax Collection Officer") beginning January 1, 2012. Due to economies of scale, the commission rate paid to the Tax Collection Officer decreased effective January 1, 2015 from 1.39% to 1.3%.

The Local Services Tax includes funds received from a \$52 per year tax paid by persons who work within the Borough limits. Individuals earning less than \$12,000 per year, and certain military personnel, are exempt from paying this tax. The \$81,000 budgeted for 2023 is approximately equal to the actual collections for the 12 months ended November 30, 2021. The budget for the subsequent four years allows for a half a percent (.005%) annual increase. The 2021 - 2024 Budget assumes a collection fee of one and three-quarter percent (1.75%), plus postage costs, pursuant to the Montgomery County Tax Collection Committee's Agreement with Berkheimer

Another source of income is from fees paid by cable television providers for the use of the public right-of-ways (i.e., underground trenches in the roadway and overhead wires at utility poles) needed to transmit service to homes and businesses in the Borough. This fee is not assessed to satellite television providers, as these companies do not utilize public rights-of-way. Since 2009, Verizon and Comcast have offered service in the Borough. The Borough has a franchise agreement with each provider, and each franchise agreement requires the provider to pay a fee equal to five percent of certain revenues, which include basic and premium subscription rates, equipment rentals and installation charges. Internet services are not subject to the fee. The Comcast Franchise Agreement was renewed in 2023 for an additional eight years. The Borough joined an eleven-member consortium of Montgomery County communities to negotiate the new eight-year agreement. By joining forces, the municipalities gained bargaining strength, and as such were able to secure more favorable agreement terms. The Verizon Franchise Agreement expired in 2021 and is being negotiated. The 2023 Budget of \$83,500 is reflective of the actual receipts for 2021. It is anticipated that cable revenues, and the franchise fees paid to the Borough, will not increase over the upcoming four years due to cord cutting.

In addition to permitting the construction of new residential and non-residential developments, Trappe Borough requires a permit to install residential plumbing and accessory structures, including decks, spas and pools. In 2012 the Borough implemented electrical, mechanical and roof permits. The permitting process ensures these improvements are both constructed to applicable building codes and installed pursuant to all other Borough regulations. The Borough believes most of the expense to review and issue a building or zoning permit should be assumed by the individual requesting a permit. In 2022, the Borough studied costs related to permits issued during the previous twelve months, then established permit fees to recapture at least 90% of these expenses. Because a sound permitting program offers recognized benefits to the entire community (i.e., the protection of property values, a reduced demand for emergency services), the Borough believes permit fees need not recover all expected permit costs. Permit fees are reviewed periodically, and fee adjustments are made, when warranted.

The actual results for the ten months ended October 31, 2022 were generally assumed to be indicative of the fees for the 2023 Budget.

Interest earned on Trappe Borough funds is another source of income. To protect the Borough, public funds are invested in Pennsylvania approved securities. As a result, the interest rate earned is relatively modest. The Borough officials continually assess interest rates and the availability of investment vehicles acceptable to Borough standards.

The Liquor License fee includes a \$200 annual fee assessed for each retail alcohol license in the Borough. Wholesale alcohol licenses (i.e., beer distributors) are not assessed for this fee. The Pennsylvania Liquor Control Board levies and collects the fee and remits the funds to the Borough.

The Borough receives an annual contribution made by the Collegeville-Trappe Joint Public Works Department from revenues generated by telecommunication equipment leases at the West First and West Seventh Avenue water towers. The contribution is estimated to be \$60,000 per year in 2019 - 2023.

#### **Expenditures**

The 2023 major capital expenditures are expected to be:

Side Walk and Cross Walk Repairs	\$ 71,240
MS4 Projects	\$ 200,000
Meadowview / Neborlea Street Restoration	\$ 500,000

The 2022 actual capital expenditures were tempered due to the fluctuating markets that were a result of measures taken during the worldwide COVID-19 pandemic and the limitations those events caused. Most projects and work were carried over until 2023.

The roadwork planned for 2023 will be funded in the General Fund; this will allow for the Borough to continue to bank the Liquid Fuels Fund for a larger project planned for 2025. Some of the significant annual projected construction will include the Sisca Community Park and Garden and the New Fire House in 2023/2024.

The Borough contracts with a private vendor for the collection and disposal of waste and recyclable materials at residential properties possessing four or fewer units. The Borough has a solid waste disposal contract through June 30, 2024.

Salaries and Benefits include a Full time Borough Manager, Secretary and a part time independently contracted Treasurer. Projected expenses are as follows: \$350,000 for 2023.

Trappe Borough is the prime cash-funding source of Trappe Fire Company No. 1's volunteer fire division. The average annual Trappe funding planned is as follows: \$184,000. The construction of a new Fire House will be a major focus of the Board in 2022 and 2023.

#### **REQUESTS FOR INFORMATION:**

This financial report is designed to provide a general overview of the Borough's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Borough of Trappe, 525 West Main Street, Trappe, PA 19426.

#### BOROUGH OF TRAPPE STATEMENT OF NET POSITION – MODIFIED CASH BASIS DECEMBER 31, 2022

	Governmental <u>Activities</u>
ASSETS	
Cash	\$ 9,318,033
Due from custodial fund	152
Capital Assets:	22.222
Land	90,803
Construction in progress	98,072
Other capital assets, net of depreciation	3,642,411
Total Capital Assets	3,831,286
TOTAL ASSETS	\$ <u>13,149,471</u>
LIABILITIES	
Unspent grant funds	\$ 263,776
Due in more than one year	4,555,000
Total Liabilities	4,818,776
NET POSITION	
Invested in capital assets, net of related debt	3,831,286
Restricted for:	3,031,200
State liquid fuels funds	169,672
Fire prevention	248,472
Open space	193,100
Unrestricted	3,888,165
Total Net Position	8,330,695
TOTAL LIABILITIES AND NET POSITION	\$ <u>13,149,471</u>

# STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS YEAR ENDED DECEMBER 31, 2022 BOROUGH OF TRAPPE

Net (Expense)

Revenue and Changes in	Net Position		Total	\$ (300,784)	(13,284)	(269,123)	(228,175)	(39,775)	(49,056)	(46,647)	(34,648) $(981492)$	(7011.175)				117,118		123,939	1,053,364	92,982	212,479	79,452	108,985	6,708	1,795,027	813,535	\$8,330,695	
	Capital	Grants and	Contributions	€9																								
Program Revenues	Operating	Grants and	Contributions	\$ 129,271	31,256		104,189	7,700			272 416	212,110																
		Charges for	Services	\$ 60,002	79,706		9	200			139 908	00///21																
			I	\$ 490,057	124,246	269,123	332,364	47,675	49,056	46,647	34,648	010,0/0,1																
			Functions/Programs	General government	Public safety	Refuse collection	Public works	Recreation and parks	Insurance and miscellaneous	Loan issue costs	Interest	ו טומו הכנו יוונים	General Revenues	Taxes:	Property taxes, levied for	general purposes	Property taxes, levied for	fire prevention	Earned income taxes	Local services taxes	Real estate transfer taxes	Franchise fees	Investment earnings	Miscellaneous	Total General Revenues	Change in Net Position	Net Position – Beginning	

The notes to the financial statements are an integral part of this statement.

## BOROUGH OF TRAPPE STATEMENT OF ASSETS, LIABILITIES, AND FUND BALANCE – MODIFIED CASH BASIS – GOVERNMENTAL FUNDS DECEMBER 31, 2022

ASSETS: Cash Due from other funds  TOTAL ASSETS	General \$ 8,840,442 152	Capital Projects Funds  \$ 1,210,401	Other Governmental Funds \$ 477,591 133,653	Total Governmental Funds \$ 9,318,033 1,344,206
TOTAL ASSETS	\$ <u>8,840,594</u>	\$ <u>1,210,401</u>	\$ <u>611,244</u>	\$ <u>10,662,239</u>
<b>LIABILITIES AND FUND BALANCES</b> :				
Liabilities: Unspent grant funds Due to other funds Total Liabilities	\$ 263,776 1,344,054 1,607,830	\$0	\$0	\$ 263,776 _1,344,054 _1,607,830
Fund Balances:  Restricted for:  State liquid fuels funds			169,672 248,472	169,672 248,472
Open space	4,555,000		193,100	193,100 4,555,000
Capital expenditures Unassigned Total Fund Balances	2,677,764 7,232,764	1,210,401 1,210,401	611,244	1,210,401 2,677,764 9,054,409
TOTAL LIABILITIES AND FUND BALANCES	\$ <u>8,840,594</u>	\$ <u>1,210,401</u>	\$ <u>611,244</u>	
Amounts reported for governmental activities in	the statement of	f net position are	different because:	
Capital assets used in governmental activities reported in the funds.  Some liabilities are not due and payable in the the funds.	3,831,286 (4,555,000)			
Net Position of Governmental Activities				\$ <u>8,330,695</u>

# BOROUGH OF TRAPPE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES – MODIFIED CASH BASIS GOVERNMENTAL FUNDS YEAR ENDED DECEMBER 31, 2022

Revenues: Taxes, penalties, and interest Franchise taxes Charges for services Intergovernmental revenues Licenses and permits Special assessments Interest and rents Fines and forfeitures	General \$ 1,475,942	Capital Projects Funds \$	Other Governmental Funds \$ 123,939  104,189  1,000 4,925	Total Governmental Funds \$ 1,599,881 79,452 7,127 264,716 74,917 1,000 164,034 2,814
Miscellaneous  Total Revenues	13,409 1,952,945	20,352	234,053	$\frac{13,409}{2,207,350}$
Expenditures: General government Public safety	458,523 115,723			458,523 115,723
Refuse collection Public works Recreation and parks Debt service - interest Loan issue costs	269,123 130,628 41,366 34,648 46,647		25,796	269,123 156,424 41,366 34,648 46,647
Capital outlays Insurance and miscellaneous Total Expenditures	302,538 49,055 1,448,251		25,796	302,538 49,055 1,474,047
Excess of Revenues Over Expenditures	504,694	20,352	208,257	<u>733,303</u>
Other Financing Sources: Proceeds of general long term debt Total Other Financing Sources	4,555,000 4,555,000	0	0	4,555,000 4,555,000
Net Change in Fund Balances	5,059,694	20,352	208,257	5,288,303
FUND BALANCES – BEGINNING	2,173,070	1,190,049	402,987	_3,766,106
FUND BALANCES – ENDING	\$ <u>7,232,764</u>	\$ <u>1,210,401</u>	\$ <u>611,244</u>	\$ <u>9,054,409</u>

# BOROUGH OF TRAPPE RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL ACTIVITIES – MODIFIED CASH BASIS YEAR ENDED DECEMBER 31, 2022

Net change in fund balances – total governmental funds

\$ 5,288,303

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays (\$301,298) exceeded depreciation (\$221,066) in the current period.

80,232

Debt proceeds provide current financial resources to governmental funds, but issuing debt increases liabilities in the statement of net position.

(4,555,000)

Change in net position of governmental activities

\$ 813,535

#### BOROUGH OF TRAPPE STATEMENT OF FIDUCIARY NET POSITION – MODIFIED CASH BASIS DECEMBER 31, 2022

Assets: Cash  Due from developers	<b>Custodial Fund</b> \$ 6,323 13,930
TOTAL ASSETS	\$\frac{13,930}{20,253}
<u>Liabilities</u> : Due to other funds	\$ <u>152</u>
TOTAL LIABILITIES	\$ <u>152</u>
Net Position: Restricted for:	
Developers and individuals	\$ <u>20,101</u>
TOTAL NET POSITION	\$ <u>20,101</u>

#### BOROUGH OF TRAPPE STATEMENT OF CHANGES IN FIDUCIARY NET POSITION – MODIFIED CASH BASIS DECEMBER 31, 2022

	<b>Custodial Fund</b>
Additions:	
Contributions:	
Developers and individuals	\$ <u>121,948</u> <u>121,948</u>
Total Additions	121,948
Deductions:	
Professional fees	127,415
Return of contributions	100,672
Total Deductions	228,087
NET DECREASE	(106,139)
NET POSITION - BEGINNING OF YEAR	126,240
NET POSITION - END OF YEAR	\$ <u>20,101</u>

#### Note 1 – Summary of Significant Accounting Policies:

The Borough of Trappe is a municipal corporation incorporated under Article II of the Commonwealth of Pennsylvania Municipal Code Act of 1966, as amended. The Borough operates under a Borough Council form of government and provides such services as are authorized by its charter to advance the welfare, health, comfort, safety, and convenience of the Borough and its inhabitants.

The Borough's financial statements are prepared in accordance with the modified cash basis of accounting. The Governmental Accounting Standards Board (GASB) is responsible for establishing regulations for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies used by the Borough are discussed below.

#### Basis of Accounting:

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

#### Modified Cash Basis:

The records of the Borough are maintained on the modified cash basis of accounting and the accompanying financial statements have been prepared on that basis. Except for capital asset purchases, unspent grant funds, and note payable activity, all transactions are recognized as either revenues or expenses. Noncash transactions, except depreciation, are not recognized. The modified cash basis differs from generally accepted accounting principles primarily because certain revenues are recognized as received rather than when earned and certain expenses are recognized when paid rather than when the obligation is incurred.

#### Reporting Entity:

The financial statements of the Borough of Trappe include all governmental activities, organizations, and functions for which the Borough exercises significant oversight responsibility. The criteria considered in determining governmental activities to be reported within the Borough's financial statements include the degree of oversight responsibility exercised by the Borough Council over a government organization, activity, or function, the Borough's accountability for the activity's fiscal matters, its scope of public service, and the nature of any special financing relationships which may exist between the Borough and a given government activity. There are no agencies or organizations that require reporting in the Borough financial statements.

#### Note 1 – Summary of Significant Accounting Policies (Continued):

#### Related Organizations:

The Borough of Trappe appoints members to the governing boards of the following:

- 1. Collegeville-Trappe Joint Public Works Department three of the six members of the governing board are appointed by Trappe. The Department provides water service and public works service to the residents of Trappe and Collegeville Boroughs.
- 2. Collegeville-Trappe Municipal Authority three of the six members of the governing board are appointed by Trappe. The Authority provides sewer service to residents of Trappe and Collegeville Boroughs.

The provisions have not been met regarding component units, therefore, the above organizations are not included in the financial statements of the Borough of Trappe.

#### Basic Financial Statements – Government-Wide Statements:

The Borough's basic financial statements include both government-wide (reporting the Borough as a whole) and fund financial statements (reporting the Borough's major funds). The Borough's public safety, parks and recreation, public works, and general administrative services are classified as governmental activities.

In the government-wide Statement of Net Position, the governmental activities (a) are presented on a consolidated basis by column and (b) are reported on the modified cash basis of accounting, which recognizes all long term assets as well as long term debt and obligations. The Borough's net position is reported in three parts – Invested in capital assets; Restricted for state liquid fuels, open space, and fire prevention funds; and Unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the Borough's functions (fire, public works, etc.). The functions are also supported by general government revenues (property and earned income taxes, certain intergovernmental revenues, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating, and capital grants. Program revenues must be directly associated with the function (public works, etc.).

The net costs (by function) are normally covered by general revenue (property and earned income taxes, franchise fees, intergovernmental revenues, interest income, etc.).

The Borough does not allocate indirect costs.

This government-wide focus is more on the sustainability of the Borough as an entity and the change in the Borough's net position resulting from the current year's activities.

#### Note 1 – Summary of Significant Accounting Policies (Continued):

#### Basic Financial Statements – Fund Financial Statements:

The financial transactions of the Borough are reported in individual fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The following fund types are used by the Borough:

- 1. <u>Governmental Funds</u> The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Borough:
  - a. **General fund** is the general operating fund of the Borough. It is used to account for all financial resources except those required to be accounted for in another fund.
  - b. Capital projects funds are used to account for financial resources to be used for the acquisition of capital assets and equipment or construction of major capital facilities.
  - c. **Special revenue funds** are used to account for the proceeds of specific revenue sources (other than capital projects) that are legally or administratively restricted to expenditures for specified purposes. The Borough only has two **Special revenue funds** which are used to account for state liquid fuel funds and specific expenditures related to that revenue and one for fire prevention.
  - d. **Open space fund** is used to account for financial resources to be used for the purchase of open space or improvements to the parks of the Borough.

The Special revenue and Open space funds of the Borough are not major funds and are reported in the Other governmental funds column in the fund financial statements.

- 2. <u>Fiduciary Funds</u> These funds are used to report assets held in a trustee or custodial capacity for others and, therefore, are not available to support Borough programs.
  - a. **Custodial fund** is used to account for funds posted by developers who have projects in progress in the Borough. The funds are used to pay legal, engineering, and administrative costs incurred by the Borough relating to those projects.

#### Cash and Cash Equivalents:

The Borough considers cash and cash equivalents to include cash on hand, demand deposits, bank savings and money market accounts, and amounts pooled for investment purposes in the Pennsylvania Local Government Investment Trust (PLGIT).

#### Note 1 – Summary of Significant Accounting Policies (Continued):

#### Budget:

The Borough Council adheres to the following procedures in establishing the budgets reflected in the financial statements:

- 1. Beginning at least 30 days prior to adoption of the budget, a proposed budget for the ensuing year shall be prepared in a manner designated by Council. The proposed budget shall be kept on file with the borough secretary and made available for public inspection for a period of 10 days.
- 2. Notice that the proposed budget is available for inspection must be published in a newspaper of general circulation in the Borough and posted during the 10 day period noted in item 1.
- 3. After 10 days, Council shall adopt the budget no later then December 31 and file it with the Pennsylvania Department of Community and Economic Development.
- 4. Annual budgets are generally adopted for the general fund.
- 5. For budgetary purposes, appropriations lapse at the end of each year.
- 6. The budget is prepared on the modified cash basis of accounting.
- 7. The budget was not amended during 2022.

#### Use of Estimates:

The preparation of financial statements in conformity with the modified cash basis of accounting used by the Borough 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.

#### <u>Date of Management Evaluation of Subsequent Events:</u>

Management has evaluated subsequent events through August 31, 2023, the date on which the financial statements were available to be issued.

#### Note 2 – Deposits:

Pennsylvania statutes provide for investment of Governmental Funds into certain authorized investment types including U.S. Treasury bills, other short-term U.S. and Pennsylvania government obligations, insured or collateralized time deposits and certificates of deposit, and qualifying commercial paper, bankers' acceptances, negotiable certificates of deposit, and insured bank deposit reciprocal arrangements. The statutes do not prescribe regulations related to demand deposits; however, they do allow the pooling of governmental funds for investment purposes.

The Borough does not have a formal deposit and investment policy but adheres to state statutes and prudent business practice. Governmental funds' amounts are maintained in demand deposits, highly liquid money market funds, or pooled for investment purposes in the Pennsylvania Local Government Investment Trust (PLGIT). They are captioned as "cash" in the statement of net position. These amounts are stated at cost which approximates market. There were no deposit or investment transactions during the year that were in violation of either the state statutes or the policy of the Borough.

#### Deposits:

<u>Concentration of Credit Risk</u> – At December 31, 2022, 1% of the balances shown as cash on the Borough's statement of net position – modified cash basis were held by Customers Bank, 76% were held by PLGIT, and 23% were held by Victory Bank.

<u>Custodial Credit Risk</u> – Custodial credit risk is the risk that, in the event of a bank failure, the Borough's deposits may not be returned to it. The Borough follows state statutes as they relate to custodial credit risk. As of December 31, 2022, the Borough's total bank balances of \$9,405,872 were exposed to custodial credit risk as follows:

Balances subject to FDIC Insurance	\$2,367,849
Balances uninsured and uncollateralized Victory Bank	
and PLGIT funds	7,038,023
TOTAL	\$ <u>9,405,872</u>

#### Note 3 – Capital Assets:

Capital assets purchased or acquired with an original cost of \$2,000 or more and infrastructure construction of \$25,000 or more are reported at historical cost or estimated historical costs. Contributed assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Capital assets are reported in the government-wide statement of net position, but are not reported in the fund financial statements. Capital assets are expensed in the fund financial statement.

Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings	15 - 30 years
Equipment	5 – 15 years
Infrastructure	25 years

#### Changes in Capital Assets:

The following is a summary of changes in capital assets for the year ended December 31, 2022:

	Primary Government			
	Beginning			Ending
	_Balance	Increases	Decreases	Balance
Capital assets not being				
depreciated:				
Land	\$ 90,803	\$	\$	\$ 90,803
Construction in progress		98,072		98,072
Total Capital Assets Not				
Being Depreciated	90,803	98,072	0	188,875
Capital assets:				
Buildings	735,282	131,057		866,339
Equipment	387,662			387,662
Infrastructure	_3,972,041	72,169		4,044,210
Total Capital Assets at				
Historical Cost	_5,094,985	203,226	0	5,298,211
Less accumulated depreciation:				
Building	(407,209)	(30,215)		(437,424)
Equipment	(126,682)	(28,259)		(154,941)
Infrastructure	<u>(900,843</u> )	_(162,592)		(1,063,435)
Total Accumulated				
Depreciation	(1,434,734)	(221,066)	0	<u>(1,655,800</u> )
Other capital assets, net	_3,660,251	(17,840)	0	3,642,411
Total Capital Assets, Net	\$ <u>3,751,054</u>	\$80,232	\$0	\$ <u>3,831,286</u>

#### Note 3 – Capital Assets(Continued):

#### Depreciation Expense:

Depreciation expense was charged to functions of the Borough as follows:

General government	\$ 30,294
Public safety	8,523
Public works	175,940
Recreation and parks	6,309
2	221,066

#### Construction in Progress:

Construction in progress relates to design services for a new fire house.

#### Note 4 – Unspent Grant Proceeds:

Unspent grant funds relate to funding from U.S. Department of the Treasury through the American Rescue Plan Local Fiscal Recovery Funds that were not spent as of the end of 2022.

#### Note 5 – Long Term Liabilities:

The following is a summary of changes in long term liabilities for the year ending December 31, 2022:

					Amounts
	Beginning			Ending	Due Within
	Balance	<b>Additions</b>	Reductions	Balance	One Year
Governmental Activities:					
Notes payable:					
Truist – Fire House Note	\$ <u> </u>	\$ <u>4,555,000</u>	\$0	\$ <u>4,555,000</u>	\$0

Note payable to Truist Bank – Proceeds of \$4,555,000 will be used to provide funds for construction of a new fire house, the purchase of a new fire truck and new emergency services equipment for the Trappe Fire Company No. 1, upgrades to Borough sidewalks, and the costs and expenses of issuing the note. Interest is 3.26% for the term of the loan. Interest payments are due on a semi-annual basis, while annual principal payments will begin on June 1, 2024. Interest paid on the note in 2022 was \$34,648.

#### Note 5 – Long Term Liabilities (Continued):

Maturities of the note are as follows:

December 31,	<b>Principal</b>	<u>Interest</u>	<u>Total</u>
2023	\$ 0	\$ 148,493	\$ 148,493
2024	261,000	144,239	405,239
2025	270,000	135,583	405,583
2026	279,000	126,634	405,634
2027	288,000	117,393	405,393
2028-2032	1,590,000	437,264	2,027,264
2033-2037	1,867,000	_ 156,073	2,023,073
	\$ <u>4,555,000</u>	\$ <u>1,265,679</u>	\$5,820,679

#### Note 6 – Government-Wide Net Position:

Government-wide net position is divided into three components:

- Net investment in capital assets consist of the historical cost of capital assets less
  accumulated depreciation and less any debt that remains outstanding that was used to
  finance those assets plus deferred outflows of resources less deferred inflows of resources
  related to those assets.
- Restricted net position consist of assets that are restricted by the Borough's creditors (for example, through debt covenants), by state enabling legislation (through restrictions on shared revenues), by grantors (both federal and state), and by other contributors.
- Unrestricted all other net position is reported in this category.

#### Note 7 – Fund Balance:

In accordance with GASB 54, Fund Balance Reporting and Governmental Fund Type Definitions, the Borough classifies governmental fund balances as follows:

Non-spendable – includes fund balance amounts that cannot be spent either because they are not in spendable form or because of legal or contractual constraints. The Borough has no non-spendable fund balances.

Restricted – includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, grantors, or amounts constrained due to enabling legislation.

#### Note 7 - Fund Balance (Continued):

Committed – includes fund balance amounts that are constrained for specific purposes that are internally imposed by the Borough through formal action of the Council. Presently the Borough has no committed fund balances.

Assigned – includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by Borough Council.

Unassigned – includes positive fund balances within the General Fund which have not been classified within the above-mentioned categories and negative fund balances in other governmental funds.

#### Note 8 – Use of Restricted Resources:

When an expense is incurred that can be paid using either restricted or unrestricted resources (net position), the Borough's policy is to first apply the expense toward restricted resources and then toward unrestricted resources. In governmental funds, the Borough's policy is to first apply the expenditure toward restricted fund balance and then to other less restrictive classifications (committed and then assigned fund balances) if there are any before using unassigned fund balances.

#### Note 9 – Real Estate Taxes:

Real estate taxes are levied in January. Liens are placed on uncollected taxes by January 15<sup>th</sup> of the following year. The Borough uses a tax collector to make collections throughout the year. Due to the Borough being on the modified cash basis, real estate taxes are recognized when collected.

#### Note 10 – Earned Income Taxes:

The Borough's main source of tax revenue is from earned income taxes. Borough residents currently pay a 1.4% earned income tax, but .9% of that is collected for the Perkiomen Valley School District.

#### Note 11 - Interfund Activity:

Interfund activity is reported as either loans, services provided, reimbursements, or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. All other interfund transactions are treated as transfers. Transfers between governmental funds are netted as part of the reconciliations to the government-wide financial statements.

#### Note 11 – Interfund Activity (Continued):

Interfund receivables and payables at December 31, 2022 were as follows:

	Due From	Due To
Funds	Other Funds	Other Funds
General Fund	\$ 152	\$1,344,054
Capital Projects Funds	1,210,401	
Fire Tax Fund	133,653	
Custodial Fund		152
<b>Total All Funds</b>	\$1,344,206	\$1,344,206

The above interfund receivable and payable between the General and Capital Projects Funds is a result of pooling of cash in the General Fund to maximize investment earnings. The interfund receivable to the Fire Tax Fund relates to special revenue real estate taxes collected by the General Fund. The interfund receivable to the General Fund is interest income owed by the Custodial Fund.

### Note 12 - Contingent Liability: Collegeville-Trappe Joint Public Works Department (CTJPWD) Pension:

In December, 2010, the Boroughs of Trappe and Collegeville entered into an agreement which includes a provision whereby each Borough agrees to assume 50% of the financial responsibility for the pension liability of each CTJPWD employee in the event Collegeville's pension plan, which includes the CTJPWD employees, becomes "financially insolvent to make payments as required". In addition, the agreement provides that in the event Collegeville's pension plan is liquidated, any overfunded balance attributed to CTJPWD employees shall be paid equally to the Boroughs of Trappe and Collegeville.

As of the most recent measurement date of December 31, 2021, Collegeville's pension plan had a net pension asset of \$714,688. Due to the plan having a net pension asset, no obligation would be due as of December 31, 2022.

#### SUPPLEMENTARY INFORMATION

#### BOROUGH OF TRAPPE BUDGETARY COMPARISON SCHEDULE – GENERAL FUND YEAR ENDED DECEMBER 31, 2022

Revenues:	Budget Original and Final	Actual Amounts	Variance Positive (Negative)
Taxes, penalties, and interest	\$1,290,880	\$ 1,475,942	\$ 185,062
Franchise taxes	87,500	79,452	(8,048)
Charges for services	6,520	7,127	(8,048)
Intergovernmental revenues	839,391	160,527	(678,864)
Licenses and permits	53,900	74,917	21,017
Interest and rents	31,500	138,757	107,257
Fines and forfeitures	700	2,814	
Miscellaneous	8,000		2,114
Total Revenues		13,409	5,409
Total Revenues	2,318,391	1,952,945	(365,446)
Expenditures:			
General government	777,594	458,523	319,071
Public safety	133,437	115,723	17,714
Refuse collection	288,702	269,123	19,579
Public works	891,474	130,628	760,846
Recreation and parks	134,000	41,366	92,634
Debt service - interest	0	34,648	(34,648)
Loan issue costs	0	46,647	(46,647)
Capital outlays	530,000	302,538	227,462
Insurance and miscellaneous	53,700	49,055	4,645
Total Expenditures	2,808,907	1,448,251	1,360,656
Excess (Deficiency) of Revenues Over			
Expenditures	(490,516)	<u>504,694</u>	995,210
Other Financing Sources:			
Proceeds of general long term debt	0	4,555,000	4,555,000
Total Other Financing Sources	0	4,555,000	
Total Other Phaneling Sources		4,333,000	4,555,000
Net Change in Fund Balance	(490,516)	5,059,694	5,550,210
FUND BALANCE - BEGINNING	2,173,070	2,173,070	0
FUND BALANCE - ENDING	\$ <u>1,682,554</u>	\$ <u>7,232,764</u>	\$ <u>5,550,210</u>

(See note to budgetary comparison schedule.)

#### BOROUGH OF TRAPPE NOTE TO BUDGETARY COMPARISON SCHEDULE – GENERAL FUND DECEMBER 31, 2022

#### Note 1 - Funds and Basis of Accounting:

The Budgetary Comparison Schedule is presented for the General Fund of the Borough, the main governmental operating fund. It is prepared on the modified cash basis of accounting.