

**2013 MUNICIPAL ANNUAL AUDIT
AND
FINANCIAL REPORT**

450365 POCONO TWP, MONROE COUNTY

POCONO TWP, MONROE County

BALANCE SHEET

December 31, 2013

		Governmental Funds				Proprietary Funds		Fid. Fund	Account Groups		Total
		General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	General Fixed Assets	General Long Term Debt	Memorandum Only
Liabilities and Other Credits											
260-269	Long-Term-Liabilities										
240-259	Current Portion of Long-Term Debt and Other Credits										
Total Liabilities and Other Credits											

Fund and Account Group Equity											
281-284	Contributed Capital										
290.00	Investment in General Fixed Assets										
270-289	Fund Balance / Retained Earnings on 12/31	3,296,434	437,775	1,767,069	72,916	5,023,640		4,838,102			15,435,936
291-299	Other Equity										
Total Fund and Account Group Equity		3,296,434	437,775	1,767,069	72,916	5,023,640		4,838,102			15,435,936

TOTAL LIABILITIES AND FUND AND ACCOUNT GROUP EQUITY											15,435,936
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POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Taxes

301.00	Real Estate Taxes	2,496,411	546,470		216,381			3,259,262
305.00	Occupation Taxes (levied under municipal code)							
308.00	Residence Taxes (levied by cities of the 3rd Class)							
309.00	Regional Asset District Sales Tax (Allegheny County municipalities only)							
310.00	Per Capita Taxes							
310.10	Real Estate Transfer Taxes	491,086						491,086
310.20	Earned Income Taxes / Wage Taxes	1,546,924						1,546,924
310.30	Business Gross Receipts Taxes							
310.40	Occupation Taxes (levied under Act 511)							
310.50	Local Services Tax **	424,995						424,995
310.60	Amusement / Admission Taxes							
310.70	Mechanical Device Taxes							
310.90	Other Local Tax Enabling Act / Act 511 / Taxes							
	Other: _____							
Total Taxes		4,959,416	546,470		216,381			5,722,267

Licenses and Permits

320-322	All Other Licenses and Permits							
321.80	Cable Television Franchise Fees	191,848						191,848
Total Licenses and Permits		191,848						191,848

Fines and Forfeits

330-332	Fines and Forfeits	60,841						60,841
Total Fines and Forfeits		60,841						60,841

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Interest, Rents and Royalties								
341.00	Interest Earnings	10,149	1,135	5,669	165	13,376		336,849
342.00	Rents and Royalties							
Total Interest, Rents and Royalties		10,149	1,135	5,669	165	13,376		336,849

Federal								
351.03	Highways and Streets							
351.09	Community Development							
351.00	All Other Federal Capital and Operating Grants			1,298,518				1,298,518
352.01	National Forest							
352.00	All Other Federal Shared Revenue and Entitlements							
353.00	Federal Payments in Lieu of Taxes							
Total Federal				1,298,518				1,298,518

State								
354.03	Highways and Streets	67,531						67,531
354.09	Community Development							
354.15	Recycling / Act 101							
354.00	All Other State Capital and Operating Grants	126,584		434,943				561,527
355.01	Public Utility Realty Tax (PURTA)	6,068						6,068
355.02-355.03	Motor Vehicle Fuel Tax (Liquid Fuels Tax) and State Road Turnback		312,596					312,596
355.04	Alcoholic Beverage Licenses	2,750						2,750
355.05	General Municipal Pension System State Aid	182,565						182,565
355.07	Foreign Fire Insurance Tax Distribution	104,224						104,224
355.08	Local Share Assessment/Gaming Proceeds							

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

State								
355.09	Marcellus Shale Impact Fee Distribution							
356.00	State Payments in Lieu of Taxes	424						424
355.00	All Other State Shared Revenues and Entitlements							
Total State		490,146	312,596	434,943				1,237,685

Local Government Units								
357.03	Highways and Streets							
357.00	All Other Local Governmental Units Capital and Operating Grants							
358.00	Local Government Unit Shared Payments for Contracted Intergovernmental Services							
359.00	Local Governmental Units and Authorities Payments in Lieu of Taxes							
Total Local Government Units								

Charges for Service								
361.00	General Government	12,736						12,736
362.00	Public Safety	769,671						769,671
363.20	Parking							
363.00	All Other Charges for Highway & Streets Services							
364.10	Wastewater / Sewage (including connection / tapping fees, sewer usage charges, reserve capacity fee, etc.)				4,561,250			4,561,250
364.30	Solid Waste Collection and Disposal Charge (trash)	10,599						10,599
364.60	Host Municipality Benefit Fee for Solid Waste Facility							
364.00	All Other Charges for Sanitation Services							
365.00	Health							
366.00	Human Services							
367.00	Culture and Recreation		11,600					11,600

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Charges for Service								
368.00	Airports							
369.00	Bars							
370.00	Cemeteries							
372.00	Electric System							
373.00	Gas System							
374.00	Housing System							
375.00	Markets							
377.00	Transit Systems							
378.00	Water System							
379.00	All Other Charges for Service							
Total Charges for Service		793,006	11,600			4,561,250		5,365,856

Unclassified Operating Revenues								
383.00	Special Assessments							
386.00	Escheats (sale of personal property)							
387.00	Contributions and Donations from Private Sectors	41,050	50					41,100
388.00	Fiduciary Fund Pension Contributions						258,956	258,956
389.00	All Other Unclassified Operating Revenues							
Total Unclassified Operating Revenues		41,050	50				258,956	300,056

Other Financing Sources								
391.00	Proceeds of General Fixed Asset Disposition	11,594						11,594
392.00	Interfund Operating Transfers		22,831					22,831
393.00	Proceeds of General Long-Term Debt			3,372,184		62,014		3,434,198
394.00	Proceeds of Short Term-Debt			3,055,354				3,055,354

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Other Financing Sources								
395.00	Refunds of Prior Year Expenditures	56,014				41		56,055
Total Other Financing Sources		67,608	22,831	6,427,538		62,055		6,580,032

TOTAL REVENUES	6,614,064	894,682	8,166,668	216,546	4,636,681		595,305	21,123,946
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EXPENDITURES

General Government								
400.00	Legislative (Governing) Body	13,645						13,645
401.00	Executive (Manager or Mayor)	71,550						71,550
402.00	Auditing Services / Financial Administration	174,028						174,028
403.00	Tax Collection	68,233						68,233
404.00	Solicitor / Legal Services	95,919						95,919
405.00	Secretary / Clerk	134,161						134,161
406.00	Other General Government Administration	53,684					29,922	83,606
407.00	IT-Networking Services-Data Processing	2,416						2,416
408.00	Engineering Services	28,700		9,835				38,535
409.00	General Government Buildings and Plant	62,075						62,075
Total General Government		704,411		9,835			29,922	744,168

Public Safety								
410.00	Police	2,478,877						2,478,877
411.00	Fire	104,224	223,269					327,493
412.00	Ambulance / Rescue	23,000	128,519					151,519
413.00	UCC and Code Enforcement	366,895						366,895
414.00	Planning and Zoning	37,938						37,938
415.00	Emergency Management and Communications							

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Public Safety								
416.00	Militia and Armories							
417.00	Examination of Licensed Occupations							
418.00	Public Scales (weights and measures)							
419.00	Other Public Safety							
Total Public Safety		3,010,934	351,788					3,362,722

Health and Human Services								
420.00-425.00	Health and Human Services							
Total Health and Human Services								

Public Works - Sanitation								
426.00	Recycling Collection and Disposal							
427.00	Solid Waste Collection and Disposal (garbage)	18,993						18,993
428.00	Weed Control							
429.00	Wastewater / Sewage Treatment and Collection	17,566	6,456,244		902,682			7,376,492
Total Public Works - Sanitation		36,559	6,456,244		902,682			7,395,485

Public Works - Highways and Streets								
430.00	General Services - Administration	847,602			79,967			927,569
431.00	Cleaning of Streets and Gutters							
432.00	Winter Maintenance – Snow Removal	151,659						151,659
433.00	Traffic Control Devices	44,197						44,197
434.00	Street Lighting							
435.00	Sidewalks and Crosswalks							
436.00	Storm Sewers and Drains							

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Public Works - Highways and Streets								
437.00	Repairs of Tools and Machinery							
438.00	Maintenance and Repairs of Roads and Bridges	92,027						92,027
439.00	Highway Construction and Rebuilding Projects		36,735					36,735
Total Public Works - Highways and Streets		1,135,485	36,735		79,967			1,252,187

Other Public Works Enterprises								
440.00	Airports							
441.00	Cemeteries							
442.00	Electric System							
443.00	Gas System							
444.00	Markets							
445.00	Parking							
446.00	Storm Water and Flood Control							
447.00	Transit System							
448.00	Water System							
449.00	Water Transport and Terminals							
Total Other Public Works Enterprises								

Culture and Recreation								
451.00	Culture-Recreation Administration							
452.00	Participant Recreation							
453.00	Spectator Recreation							
454.00	Parks		169,638					169,638
455.00	Shade Trees							
456.00	Libraries							

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Culture and Recreation								
457.00	Civil and Military Celebrations	1,837						1,837
458.00	Senior Citizens' Centers							
459.00	All Other Culture and Recreation							
Total Culture and Recreation		1,837	169,638					171,475

Community Development								
461.00	Conservation of Natural Resources							
462.00	Community Development and Housing							
463.00	Economic Development							
464.00	Economic Opportunity							
465-469	All Other Community Development							
Total Community Development								

Debt Service								
471.00	Debt Principal (short-term and long-term)		4,492,422	192,079	193,000			4,877,501
472.00	Debt Interest (short-term and long-term)		547,413	21,052	518,072			1,086,537
475.00	Fiscal Agent Fees							
Total Debt Service			5,039,835	213,131	711,072			5,964,038

Employer Paid Benefits and Withholding Items								
481.00	Employer Paid Withholding Taxes and Unemployment Compensation	15,653						15,653
482.00	Judgments and Losses							
483.00	Pension / Retirement Fund Contributions							
484.00	Worker Compensation Insurance	109,362						109,362

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2013

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Employer Paid Benefits and Withholding Items								
487.00	Other Group Insurance Benefits							
Total Employer Paid Benefits and Withholding Items		125,015						125,015

Insurance								
486.00	Insurance, Casualty, and Surety	67,333						67,333
Total Insurance		67,333						67,333

Unclassified Operating Expenditures								
488.00	Fiduciary Fund Benefits and Refunds Paid						61,223	61,223
489.00	All Other Unclassified Expenditures							
Total Unclassified Operating Expenditures							61,223	61,223

Other Financing Uses								
491.00	Refund of Prior Year Revenues	1,759						1,759
492.00	Interfund Operating Transfers	22,831						22,831
493.00	All Other Financing Uses							
Total Other Financing Uses		24,590						24,590

TOTAL EXPENDITURES	5,106,164	558,161	11,505,914	293,098	1,613,754		91,145	19,168,236
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EXCESS/DEFICIT OF REVENUES OVER EXPENDITURES	1,507,900	336,521	-3,339,246	-76,552	3,022,927		504,160	1,955,710
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POCONO TWP
December 31, 2013

DEBT STATEMENT

OUTSTANDING BONDS AND NOTES

Listed below are all currently outstanding bond and note issues according to our files, excluding bond issues redeemed or refunded and defeased. Please show the principal payments and make any other necessary corrections and additions.

Purpose	Bond (B) Capital Lease (C) Lease Rental (L) Note (N)	Issue Year (yyyy)	Maturity Year (yyyy)	Original Amount of Issue	Outstanding Beginning of Year (1)	Principal Incurred This Year	Principal Paid This Year	Current Year Accretion on Compound Interest Bonds	Outstanding at Year End (1)	Plus (less) Unamortized Premium (Discount)	Total Balance
General Obligation Bonds and Notes											
PNC Bank	Note	2008	2020	180,000	65,989		27,585		38,404		38,404
PNC Bank	Note	2006	2016	805,000	299,526		88,261		211,265		211,265
PennStar Line of Credit	Note	2009	2013	1,500,000	1,500,000		1,500,000		0		0
First Keystone Community Bank	Note	2010	2030	887,000	887,000				887,000		887,000
ESSA Bank and Trust	Bond	2010	2013	3,000,000	2,992,422		2,992,422		0		0
PennVest Loan	Note	2012	2034	8,300,000	7,566,920	318,080			7,885,000		7,885,000
Revenue Bonds and Notes											
Wayne Bank	Bond	2010	2035	4,500,000	1,013,753	2,959,659			3,973,412		3,973,412
First Keystone Community Bank	Bond	2010	2023	7,500,000	7,315,102	33,433	5,000		7,343,535		7,343,535
ESSA Bank and Trust	Note	2010	2035	4,500,000	4,500,000		188,000		4,312,000		4,312,000
Landmark Bank	Note	2011	2014	3,900,000	51,930	3,055,354			3,107,284		3,107,284
Lease Rental Debt											
PNC Equipment Financing	Lease Rentals	2009	2014	178,743	74,985		36,886		38,099		38,099
FNB Commercial Leasing	Lease Rentals	2010	2015	53,569	31,129		9,824		21,305		21,305
Bank Capital Services	Lease Rentals	2009	2014	78,000	34,024		15,422		18,602		18,602
PNC Equipment Financing	Lease Rentals	2011	2016	16,900	13,771		3,250		10,521		10,521
PNC Equipment Financing	Lease Rentals	2011	2016	56,101	45,597		10,851		34,746		34,746
Other											

(1) - excludes unamortized premium/discount

Total bonds and notes outstanding

27,881,173

Capitalized lease obligations

0

Net debt

27,881,173

POCONO TWP, MONROE County
STATEMENT OF CAPITAL EXPENDITURES

December 31, 2013

Category	Capital Purchases	Capital Construction	Total
Community Development			
Electric			
Fire			
Gas System			
General Government			
Health			
Housing			
Libraries			
Mass Transit			
Parks			
Police	191,830		191,830
Recreation			
Sewer		6,297,200	6,297,200
Solid Waste			
Streets / Highways	159,934	59,554	219,488
Water			
Other: _____			
TOTAL CAPITAL EXPENDITURES	351,764	6,356,754	6,708,518

EMPLOYEE COMPENSATION

Total salaries, wages, commissions, etc. paid this year (including all employees and elected officials)

2,063,092

ELECTED CONTROLLER'S/AUDITOR'S CERTIFIED SUBMISSION PAGE

To the: Governing Body of the Municipality
 President Judge of the Court of Common Pleas
 Secretary of the Department of Community & Economic Development

I/We, the undersigned, the duly elected (or appointed replacement), qualified, and Acting Controller/Auditors of the POCONO TWP have audited, adjusted and settled the various funds and account groups of the POCONO TWP for the year ended December 31, 2013. My/Our audit, adjustment and settlement was made in accordance with law rather than with generally accepted auditing standards

(PLEASE CROSS OUT ONLY IF ON MODIFIED ACCRUAL/ACCRUAL BASIS)

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

These financial statements do not include all of the disclosures required by generally accepted accounting principles.

In my/our opinion, the aforementioned financial statements present the financial position of the various funds and account groups of the municipality of POCONO TWP for the year ended December 31, 2013, and the results of operations of such funds in accordance with the law.

SIGNATURE AND VERIFICATION

Signed:

Julian Kirk Appointed Auditor/CPA