

**MUNICIPALITY OF NORRISTOWN**  
**ANNUAL FINANCIAL REPORT**  
*Year Ended December 31, 2016*



# **INTRODUCTORY SECTION**

# MUNICIPALITY OF NORRISTOWN

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YEAR ENDED DECEMBER 31, 2016

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## **FINANCIAL SECTION**

## ***Independent Auditors' Report***

To the Honorable Municipal Council  
Municipality of Norristown  
Norristown, Pennsylvania

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the governmental activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Municipality of Norristown as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Municipality of Norristown'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 accounting principles generally accepted in the United States of America; this includes 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' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the discretely presented component unit's financial statements for the Norristown Municipal Waste Authority. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the component unit, Norristown Municipal Waste Authority, is based solely on the report of the other auditors. We did not audit the Police and Firefighters' Pension Plans, which are reported as Pension Trust Funds presented as Fiduciary Funds for the Municipality of Norristown. Those statements were audited by other auditors whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for the Police and Firefighters' Pension Plans for the Municipality of Norristown, are based solely on the reports of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. The financial statements of the Norristown Municipal Waste Authority and the Police and Firefighters' Pension Plans were not audited in accordance with *Government Auditing Standards*.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' 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, based on our report and the reports of the other auditors, the financial statements referred to in the first paragraph present fairly, in all material respects, the respective financial position of the governmental activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Municipality of Norristown as of December 31, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

To the Honorable Municipal Council  
Municipality of Norristown  
Norristown, Pennsylvania

***Emphasis of Matter***

For the year ended December 31, 2016, the Municipality of Norristown adopted new accounting guidance, implementing Governmental Accounting Standards Board Statement No. 72, *Fair Value Measurement and Application* and Governmental Accounting Standards Board Statement No. 79, *Certain External Investment Pools and Pool Participants*. Our opinion is not modified with respect to this matter.

***Other Matters***

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 through 16, budgetary comparison information on pages 72 and 73, pension plan information on pages 74 through 82, and postemployment benefits other than pension funding progress on page 83 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Municipality of Norristown's basic financial statements. The schedule of expenditures of federal awards, as required by the U.S. Office of Management and Budget Uniform Guidance, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated August 28, 2017, on our consideration of the Municipality of Norristown's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Municipality of Norristown's internal control over financial reporting and compliance.



Oaks, Pennsylvania  
August 28, 2017

# **MUNICIPALITY OF NORRISTOWN**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)**

**YEAR ENDED DECEMBER 31, 2016**

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This section of the Municipality of Norristown's annual financial report presents its discussion and analysis of the Municipality's financial performance during the fiscal year ended December 31, 2016. We recommend that it be read in conjunction with the Municipality's financial statements and notes to the financial statements in order to obtain a thorough understanding of the Municipality's financial condition at December 31, 2016.

### **FINANCIAL HIGHLIGHTS**

The Municipality of Norristown's Finance Department continued to make the accounting system more organized to ensure accurate presentation of its 2016 financial data in accordance with Generally Accepted Accounting Principles (GAAP), Government Auditing Standards and the Department of Community and Economic Development's financial reporting regulations.

The Municipality of Norristown continues to receive a significant amount of revenues each year in the form of state and local grants. These annual revenues include funds from Liquid Fuels, the Pension State Aid, the Firemen's Relief Fund, the Weed and Seed Program, various Department and Community Economic Development grants, various Department of Community and Natural Resources grants, Pennsylvania Department of Environmental Protection and the County of Montgomery.

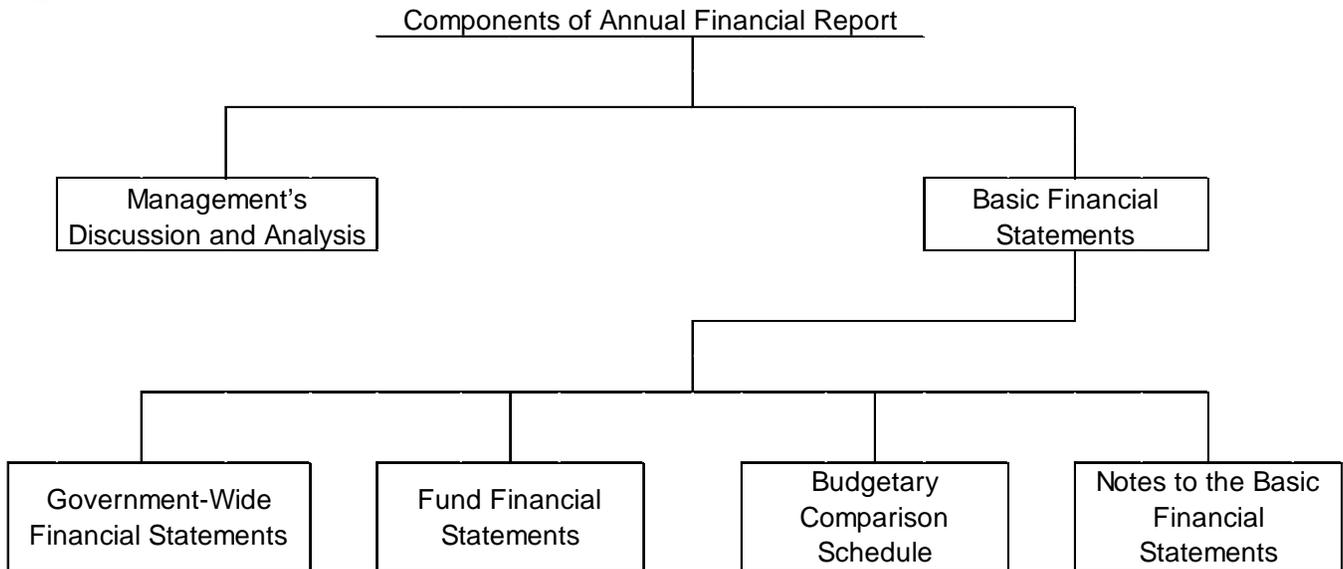
Significant federal revenues were provided by the U.S. Department of Housing and Urban Development in the form of Community Development Block Grants, the Department of Justice JAG Grants and through the U.S. Department of Transportation, Federal Highway Administration, passed through the Pennsylvania Department of Transportation.

In 2016, the Municipality of Norristown continued to participate in the Delaware Valley Health Insurance Trust Program (DVHIT), which is a risk sharing pool that provides health insurance to various local governments and municipalities in select counties of Pennsylvania. Through this participation, in the coming years the Municipality has the potential to minimize future annual premium increases.

Also in 2016, non-uniformed employees received a 2.50% base wage increase. The International Association of Fire Fighters (IAFF) employees were provided a 2.25% wage increase effective January 1, 2015, along with normal longevity applications. The Fraternal Order of Police (FOP) employees were provided a 2.25% wage increase effective January 1, 2015, along with normal longevity applications.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

**Figure 1**



**Management's Discussion and Analysis (MD&A)**

The MD&A serves as an introduction to the Municipality of Norristown's basic financial statements by providing information that will assist the reader to better understand the financial condition of the Municipality. The basic financial statements include notes that provide additional information necessary for a complete understanding of the financial data provided in the government-wide and fund financial statements.

**Basic Financial Statements**

The basic financial statements present two different views of the Municipality. These financial statements are comprised of four components:

- Government-Wide Financial Statements
- Fund Financial Statements
- Notes to the Basic Financial Statements
- Budgetary Comparison Schedule

# MUNICIPALITY OF NORRISTOWN

MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)

YEAR ENDED DECEMBER 31, 2016

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## **Government-Wide Financial Statements**

The government-wide financial statements, the first two statements, provide a broad overview of the Municipality's overall financial status (short-term and long-term). The statement of net position presents information on all of the Municipality's assets and liabilities, with the difference reported as net position. This statement serves a purpose similar to that of the balance sheet of a private-sector business by acting as an indicator of the financial position of the Municipality.

The statement of activities presents information on how the Municipality's net position changed during the year. This statement separates program revenue from general revenue and illustrates to which extent each program relies on local taxes for funding.

All changes to net position are recorded using the accrual method of accounting, which requires that revenues be recorded when they are earned and expenses be recorded when the goods and/or services are received, regardless of when cash is received or paid.

Net position is one way to measure the Municipality's financial position. Over time, increases or decreases in the Municipality's net position are one indicator of whether the Municipality's financial position is improving or deteriorating. To assess the overall position of the Municipality, other non-financial factors such as changes in the Municipality's real estate property tax base and general economic conditions must be considered.

The government-wide financial statements distinguish functions of the Municipality of Norristown that are supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities).

- **Governmental Activities** encompasses the Municipality's basic services such as general government, public safety, community development, administration, public works, health and sanitation, parks and recreation. Property taxes, state and federal grants and revenues finance most of these activities.

## **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control and accountability over resources that have been segregated for specific activities or objectives. The Municipality of Norristown uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Fund financial statements are reported using current financial resources and modified accrual accounting established by the Government Accounting Standards Board (GASB) for governments. Fund financial statements provide more detailed information on the Municipality's most significant funds, not the Municipality as a whole.

**MUNICIPALITY OF NORRISTOWN**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)  
YEAR ENDED DECEMBER 31, 2016

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The Municipality has two kinds of funds:

- **Governmental Funds** are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. Unlike the government-wide financial statements, Governmental Funds financial statements focus on the inflow and outflow of cash and other financial assets that can be readily converted to cash and the balances left at the fiscal year end that are available for spending. This information presents a better understanding of the long-term impact of the Municipality's short-term financing decisions.

The Governmental Funds balance sheet and the Governmental Funds statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate a comparison between Governmental Funds and governmental activities.

- **Fiduciary Funds** are funds for which the Municipality is the trustee or fiduciary. The Municipality serves as the fiduciary agent for the Police Pension Fund and Paid Firefighters' Pension Fund and certain Agency Funds or clearing accounts for assets held by the Municipality in its role as custodian until the funds are allocated to the private parties, organizations, or government agencies to which they belong. The Municipality is responsible to ensure the assets reported in these funds are used for their intended purposes. This activity is reported in a statement of fiduciary net position and a statement of changes in fiduciary net position. These funds are not reflected in the government-wide financial statements because the resources of those funds are not utilized to finance its operations.

**Budgetary Comparison Schedule**

The Municipality adopts an annual budget for its General Fund, as required by its Home Rule Charter. A budgetary comparison schedule has been provided for the General Fund to demonstrate compliance with the authorized budget. The statement identifies four components:

- Original budget as adopted by Municipal Council
- Final Appropriated Budget
- Actual Revenues and Expenditures
- Final Budget Variance

**Notes to the Basic Financial Statements**

The notes to the financial statements provide supplemental information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**MUNICIPALITY OF NORRISTOWN**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)**  
**YEAR ENDED DECEMBER 31, 2016**

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**FINANCIAL ANALYSIS**

**Government-Wide Financial Statements**

As previously noted in this document, net position may serve as a useful indicator of a government's financial position as well as an important determinant of its ability to finance services in the future.

The Municipality of Norristown's total assets were \$37,988,514 as of December 31, 2016. Of this amount, \$24.5 million were capital assets, net of accumulated depreciation. On a government-wide basis, the Municipality's assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources by \$3.5 million as of December 31, 2016, which represents the balance of net position at year-end. Of this amount, \$17,764,249 represents the balance of long-term capital assets, net of long-term debt related to such capital assets. Although the Municipality's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The portion of the Municipality's net position that is restricted carries a balance of \$1,089,528. The portion of the Municipality's net position that is unrestricted represents a deficit balance of \$15,343,568. Significant changes in net position in 2016 included the decrease of \$1.5 million related to net pension liability.

**Figure 2 - Statement of Net Position**

Net cost of service expenses indicate the amount of support required from taxes and other general revenues for a program of the government. In 2016, the Municipality's real estate tax revenues of \$11.1 million and the earned income tax revenue of \$9.1 million along with other enabling tax collections indicates the Municipality relied heavily on these revenues to fund its activities in 2016.

|   | <u>2016</u>          | <u>2015</u>          | <u>Change</u>        |
|---|----------------------|----------------------|----------------------|
| <b>ASSETS</b>                             |                      |                      |                      |
| Current assets                            | \$ 13,491,311        | \$ 13,861,189        | \$ (369,878)         |
| Capital assets, net                       | <u>24,497,203</u>    | <u>24,486,175</u>    | <u>11,028</u>        |
| <b>TOTAL ASSETS</b>                       | <u>37,988,514</u>    | <u>38,347,364</u>    | <u>(358,850)</u>     |
| <br><b>DEFERRED OUTFLOWS OF RESOURCES</b> | <br><u>2,834,148</u> | <br><u>2,954,612</u> | <br><u>(120,464)</u> |
| <br><b>LIABILITIES</b>                    |                      |                      |                      |
| Current                                   | 5,637,728            | 5,533,260            | 104,468              |
| Noncurrent                                | <u>30,344,641</u>    | <u>34,500,981</u>    | <u>(4,156,340)</u>   |
| <b>TOTAL LIABILITIES</b>                  | <u>35,982,369</u>    | <u>40,034,241</u>    | <u>(4,051,872)</u>   |
| <br><b>DEFERRED INFLOWS OF RESOURCES</b>  | <br><u>1,330,584</u> | <br><u>200,474</u>   | <br><u>1,130,110</u> |
| <br><b>NET POSITION</b>                   |                      |                      |                      |
| Net investment in capital assets          | 17,764,249           | 15,774,229           | 1,990,020            |
| Restricted                                | 1,089,028            | 890,504              | 198,524              |
| Unrestricted                              | <u>(15,343,568)</u>  | <u>(15,597,472)</u>  | <u>253,904</u>       |
| <b>TOTAL NET POSITION</b>                 | <u>\$ 3,509,709</u>  | <u>\$ 1,067,261</u>  | <u>\$ 2,442,448</u>  |

**MUNICIPALITY OF NORRISTOWN**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)**  
**YEAR ENDED DECEMBER 31, 2016**

**Figure 3 - Statement of Activities**

|  | <u>2016</u>         | <u>2015</u>         | <u>Change</u>       |
|--|---------------------|---------------------|---------------------|
| <b>REVENUES</b>                        |                     |                     |                     |
| Program revenues                       |                     |                     |                     |
| Charges for services                   | \$ 6,276,388        | \$ 6,527,336        | \$ (250,948)        |
| Operating grants and contributions     | 2,044,341           | 1,704,051           | 340,290             |
| Capital grants and contributions       | 2,041,874           | 1,762,794           | 279,080             |
| General revenues                       |                     |                     |                     |
| Taxes (property, enabling)             | 22,194,426          | 21,208,884          | 985,542             |
| Investment earnings                    | 83,283              | 89,183              | (5,900)             |
| Miscellaneous                          | 31,360              | 39,972              | (8,612)             |
| <b>TOTAL REVENUES</b>                  | <u>32,671,672</u>   | <u>31,332,220</u>   | <u>1,339,452</u>    |
| <b>EXPENSES</b>                        |                     |                     |                     |
| General government                     | 7,448,040           | 6,876,370           | 571,670             |
| Public safety                          | 15,309,348          | 15,109,483          | 199,865             |
| Public works                           |                     |                     |                     |
| Highways and streets                   | 2,546,737           | 2,659,326           | (112,589)           |
| Sanitation                             | 2,333,677           | 2,264,838           | 68,839              |
| Community development                  | 1,214,659           | 799,260             | 415,399             |
| Culture and recreation                 | 495,632             | 284,880             | 210,752             |
| Interest on long-term debt             | 881,131             | 1,117,991           | (236,860)           |
| <b>TOTAL EXPENSES</b>                  | <u>30,229,224</u>   | <u>29,112,148</u>   | <u>1,117,076</u>    |
| <b>CHANGE IN NET POSITION</b>          | 2,442,448           | 2,220,072           | 222,376             |
| <b>NET POSITION, BEGINNING OF YEAR</b> | <u>1,067,261</u>    | <u>(1,152,811)</u>  | <u>2,220,072</u>    |
| <b>NET POSITION, END OF YEAR</b>       | <u>\$ 3,509,709</u> | <u>\$ 1,067,261</u> | <u>\$ 2,220,072</u> |

The Municipality's 2015 tax rate was 12.70 mills and there was no increase in 2016. The 2016 tax rate continues to remain well below the Commonwealth of Pennsylvania's cap of 25 mills for operating costs. In 2016, the Municipality derived approximately 34.0% of its revenues from property taxes.

The real estate tax is based on the assessed value of real property; therefore, changes in the assessed valuation affect tax revenues. The Municipality's assessed valuation of real property increased \$1,104,649 in 2016. Residents have properties reassessed to lower their taxes, some people receive tax exemptions, and there are demolitions of properties and other reasons that can cause assessment fluctuation. The Municipality's ongoing plan and implementation for revitalization and deviation from rental unit residential living to single family homes should contribute to the increase in valuation in the future.

**MUNICIPALITY OF NORRISTOWN**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)**  
**YEAR ENDED DECEMBER 31, 2016**

**Capital Assets**

The Municipality's capital assets as of December 31, 2016, were approximately \$24.5 million. Capital assets consist primarily of land, buildings, vehicles, equipment and infrastructure.

**Figure 4 - Capital Assets**

|   | <u>Beginning<br/>Balance</u> | <u>Additions</u>   | <u>Disposals</u>   | <u>Ending<br/>Balance</u> |
|---|------------------------------|--------------------|--------------------|---------------------------|
| CAPITAL ASSETS NOT BEING DEPRECIATED        |                              |                    |                    |                           |
| Land  | \$ 4,895,217                 | \$ -               | \$ -               | \$ 4,895,217              |
| CAPITAL ASSETS BEING DEPRECIATED            |                              |                    |                    |                           |
| Infrastructure                              | 57,890,986                   | 133,378            | -                  | 58,024,364                |
| Land improvements                           | 1,036,819                    | -                  | -                  | 1,036,819                 |
| Buildings                                   | 5,070,581                    | 298,741            | -                  | 5,369,322                 |
| Machinery, vehicles and equipment           | <u>10,136,340</u>            | <u>974,305</u>     | <u>(97,585)</u>    | <u>11,013,060</u>         |
| TOTAL CAPITAL ASSETS BEING DEPRECIATED      | <u>74,134,726</u>            | <u>1,406,424</u>   | <u>(97,585)</u>    | <u>75,443,565</u>         |
| Accumulated depreciation                    |                              |                    |                    |                           |
| Infrastructure                              | (41,645,995)                 | (911,918)          | -                  | (42,557,913)              |
| Land improvements                           | (972,616)                    | (32,036)           | -                  | (1,004,652)               |
| Buildings                                   | (2,815,292)                  | (118,206)          | -                  | (2,933,498)               |
| Machinery, vehicles and equipment           | <u>(9,109,865)</u>           | <u>(319,283)</u>   | <u>83,632</u>      | <u>(9,345,516)</u>        |
| TOTAL ACCUMULATED DEPRECIATION              | <u>(54,543,768)</u>          | <u>(1,381,443)</u> | <u>83,632</u>      | <u>(55,841,579)</u>       |
| TOTAL CAPITAL ASSETS BEING DEPRECIATED, net | <u>19,590,958</u>            | <u>24,981</u>      | <u>(13,953)</u>    | <u>19,601,986</u>         |
| CAPITAL ASSETS, net                         | <u>\$ 24,486,175</u>         | <u>\$ 24,981</u>   | <u>\$ (13,953)</u> | <u>\$ 24,497,203</u>      |

**Figure 5 - Debt Administration**

At December 31, 2016, the Municipality of Norristown had \$14.0 million in outstanding debt. Interest accreted on the 1998 Series A Capital Appreciation Bond amounted to \$75,750 in 2016.

|  |                      |
|--|----------------------|
| GENERAL OBLIGATION DEBT, JANUARY 1, 2016   | \$ 17,080,505        |
| Additions                                  | 659,718              |
| Reductions                                 | <u>(3,291,284)</u>   |
| GENERAL OBLIGATION DEBT, DECEMBER 31, 2016 | <u>\$ 14,448,939</u> |

In 2012, the Municipality entered into a capital lease for a fire engine. The amount financed was \$395,292. In 2013, the Municipality entered into three capital leases for vehicles and equipment. The amount financed totaled \$227,514. In 2014, the Municipality entered into a capital lease for vehicles. The amount financed totaled \$107,279. In 2015, the Municipality entered into a capital lease for equipment. The amount financed totaled \$68,911. In 2016, the Municipality entered into capital leases for equipment and vehicles. The amount financed totaled \$227,939. The balance of capital lease obligations at December 31, 2016, is \$404,921.

**MUNICIPALITY OF NORRISTOWN**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)**  
**YEAR ENDED DECEMBER 31, 2016**

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**Fund Financial Statements**

As previously noted in this document, the Municipality uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The General Fund, Debt Service, Liquid Fuels Fund, Capital Projects and Community Development Funds are considered to be the major funds of the Municipality. Information is presented separately in the Governmental Funds balance sheet and statement of revenue, expenditures and changes in fund balances for these five major funds. All other funds are classified in one grouping identified as Other Governmental Funds, which are the Non-Major funds.

The focus of Governmental Funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the Municipality's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the Municipality's net resources available for spending at the end of the fiscal year. The General Fund serves as the chief operating fund for the Municipality. The Debt Service Fund funds are restricted to payment of interest and retirement of debt. Special Revenue Funds are restricted to specific legislative use, while the Capital Projects Fund serves as the fund for the Municipality's proceeds of bond issues. The major funds are shown on the statement of revenues, expenditures and changes in fund balance in the financial statements.

***Governmental Funds Revenues***

Governmental Funds revenues totaled \$32,580,421 for the year ended December 31, 2016. Property tax revenues in 2016 decreased by \$126,462 from prior year amounts and local enabling tax collection revenue increased by \$1,026,894. Intergovernmental revenues increased by \$151,285 due to more grant money. Most other line items saw an increase from prior year amounts.

**Figure 6 - Governmental Fund Revenues**

|                       | <u>2016</u>                 | <u>2015</u>                 | <u>Change</u>              |
|-----------------------|-----------------------------|-----------------------------|----------------------------|
| REVENUES              |                             |                             |                            |
| Property taxes        | \$ 10,963,574               | \$ 11,090,036               | \$ (126,462)               |
| Local enabling taxes  | 11,142,295                  | 10,115,400                  | 1,026,895                  |
| Licenses and permits  | 1,012,326                   | 1,134,813                   | (122,487)                  |
| Fines and forfeits    | 1,153,907                   | 1,123,194                   | 30,713                     |
| Intergovernmental     | 3,609,376                   | 3,458,091                   | 151,285                    |
| Charges for services  | 4,549,100                   | 4,294,093                   | 255,007                    |
| Investment earnings   | 83,283                      | 89,183                      | (5,900)                    |
| Miscellaneous         | <u>66,560</u>               | <u>14,926</u>               | <u>51,634</u>              |
| <b>TOTAL REVENUES</b> | <b><u>\$ 32,580,421</u></b> | <b><u>\$ 31,319,736</u></b> | <b><u>\$ 1,260,685</u></b> |

**MUNICIPALITY OF NORRISTOWN**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)**  
**YEAR ENDED DECEMBER 31, 2016**

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**Governmental Funds Expenditures**

Governmental Funds expenditures totaled \$33,824,163 for the year ended December 31, 2016. Significant increases were realized in the area of public safety and decreases occurred in most other areas. Public safety expenditures increased from prior year by \$369,555, which was partially funded by intergovernmental grant funding. General government expenditures in 2016 were \$968,327 greater than the prior year. Total capital expenditures amounted to \$1.4 million in 2016.

**Figure 7 - Governmental Fund Expenditures**

|                           | <u>2016</u>                 | <u>2015</u>                 | <u>Change</u>              |
|---------------------------|-----------------------------|-----------------------------|----------------------------|
| EXPENDITURES              |                             |                             |                            |
| General government        | \$ 7,796,557                | \$ 6,828,230                | \$ 968,327                 |
| Public safety             | 15,276,923                  | 14,907,368                  | 369,555                    |
| Public works              |                             |                             |                            |
| Sanitation                | 2,387,512                   | 2,264,838                   | 122,674                    |
| Highways and streets      | 1,747,276                   | 1,709,179                   | 38,097                     |
| Culture and recreation    | 494,097                     | 255,061                     | 239,036                    |
| Community development     | 421,174                     | 546,238                     | (125,064)                  |
| Debt service              |                             |                             |                            |
| Principal                 | 3,291,284                   | 3,109,605                   | 181,679                    |
| Interest and fees         | 796,731                     | 894,102                     | (97,371)                   |
| Payment on capital leases | 207,047                     | 189,723                     | 17,324                     |
| Capital outlays           | <u>1,405,562</u>            | <u>346,371</u>              | <u>1,059,191</u>           |
| <b>TOTAL EXPENDITURES</b> | <b>\$ <u>33,824,163</u></b> | <b>\$ <u>31,050,715</u></b> | <b>\$ <u>2,773,448</u></b> |

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The Municipality of Norristown Council may revise the budget through transfers or resolution. There are two types of revisions:

- Allocations made to specific department line items from other department line items.
- Budgeting new appropriations and anticipated related expenditures.

The General Fund budget for revenues experienced no change during 2016 from the original budget of \$29.7 million. On an actual to budget comparison, the Municipality realized a \$918,198 favorable revenue budget variance.

The 2016 General Fund budget for expenditures also experienced no change during the year. On an actual-budgetary basis, the Municipality experienced an unfavorable variance from budget in overall expenditures of \$1.1 million. In addition, the 2016 budget was written with \$639,696 of General Fund reserves to balance the budget. Therefore, since revenues were favorable, there was \$276,961 needed from reserves in 2016.

# MUNICIPALITY OF NORRISTOWN

## MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)

YEAR ENDED DECEMBER 31, 2016

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### ECONOMIC CONDITION AND OUTLOOK

The Municipality of Norristown, Montgomery County, Pennsylvania, is located within the Philadelphia-Camden-Wilmington Metropolitan Statistical Area. Growth of communities within Montgomery County has made it the third most populous county in the Commonwealth. According to the 2010 Census, the Municipality of Norristown recorded a growth rate of nearly 10%. With this growth, there has been significant interest in commercial and residential development. There are a number of highly visible public and privately funded investments within the core neighborhoods of Norristown that are stimulating private development. They are included but are not limited to:

- Municipality of Norristown was awarded two (2) \$400,000 in Environmental Protection Agency (EPA) Brownfields Assessment Grants to catalog sites contaminated with hazardous and petroleum substances, with the goal of receiving funds for remediation to create sites suitable for (re)development.
  - The 2012 EPA Grant was closed out and the project is moving forward with the balance of the 2015 funds.
  - The Municipality applied for an ISRP grant for the remediation phase of a property where Phase 1 and Phase 2 Environmental Assessments were conducted. An award announcement is expected early 2017;
  - A significant amount of the available funds were focused on the Riverfront properties, and as such, there is now the very real potential for a large block of properties to be collectively redeveloped in a manner consistent with Norristown's vision for a thriving Riverfront.
- Norristown procured a consultant to conduct a Riverfront Redevelopment Feasibility Study.
- Among others, the relocation of two substantial businesses which are anticipated to bring more than 50 jobs to Norristown in 2017. Both businesses involved the purchase of more than 12 previously vacant properties.
- The completion of the planning phase for the redevelopment of a deteriorated shopping center; constructor and fit out of Phase 1 is expected to be completed in 2017.
- The Montgomery County Campus Expansion - an investment of \$281 million which will be designed in a manner to extend into downtown Norristown, rather than function in an isolated campus mode. The project was unveiled in 2016 and varied design and construction activities are underway.
- Continued municipal financial assistance program for an Owner Occupied Housing Rehabilitation program for low and moderate income homeowners, thereby preserving home ownership within the Municipality.
- Continuation of First Time Homebuyers financial assistance program, thereby facilitating home ownership in Norristown.

# MUNICIPALITY OF NORRISTOWN

## MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)

YEAR ENDED DECEMBER 31, 2016

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- Continuation of code enforcement activities to stem blighting elements within the Municipality;
  - Coordination of a joint Blighted Review Committee and Norristown Planning Commission. Twenty-four properties were certified as blighted by the Blighted Property Review Committee and the Norristown Planning Commission in 2016. Several of the properties are already being renovated for new occupancy.
- Continuation of the state designated Enterprise Zone, encompassing 365 acres of prime light and heavy industrially zoned structures and land for development.
- Implementation of the Local Economic Revitalization Tax Assistance (LERTA) program in partnership with Montgomery County, Pennsylvania and the Norristown Area School District.
- Main Street Economic Development Initiatives:
  - Five Saints Distillery - The Distillery opened in July 2016
  - Diva's - A specialty restaurant - Construction was completed in July 2016, and the restaurant opened for business in August 2016;
  - Residence at Court House Square - forty-four (44) loft style condominium units: 2016 activity focused on the continuation of the construction of the 24 units on the 4th and 5th floors. Construction is tentatively scheduled for completion by September 2017; and
  - Nine (9) market rate units on W. Main Street within walking distance from Markley Street - the first (recent) new market rate residential housing construction in close proximity to Markley Street.
- Historic Façade Assistant Program
- Increased market rate housing initiatives:
  - 150 luxury apartment units located at the Norristown gateway of which 60% occupancy was achieved by the end of 2016.
  - 36 additional luxury apartment units as an expansion of the above project and shared use of common spaces.
  - 34 townhouses at 1529 DeKalb - construction scheduled for fall of 2017.
- Construction of the second phase of the Lafayette Street Extension project has been awarded and construction began in early spring 2015 with an anticipated end date of 2017.

# **MUNICIPALITY OF NORRISTOWN**

MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)

YEAR ENDED DECEMBER 31, 2016

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- Phase 1 of the Markley Street Improvement Project has been completed. The second phase is scheduled to start in 2017 and will improve Markley Street from Main Street to Elm Street.
- Over 1.5 million in dedicated economic development initiative funds for acquisition and redevelopment activities as part of Norristown's recently adopted 2017-2021 Capital Improvement Plan.
- Installation of a floating dock at Riverfront Park to provide additional opportunities for the community, and a notable step in implementing the Riverfront Park Master Plan.
- Start-up of the Phase IV Simmons Park construction activity - construction is tentatively scheduled for completion by summer 2017.

The projects and programs listed above, while not all inclusive, are directly related to the notable increase in commercial interest in Norristown, so much so that Norristown commissioned a consultant to complete the first ever Retail Recruiting Strategy in 2016. Norristown will implement the strategy in 2017 by hiring a retail recruiter. Tentative hire date is early summer 2017.

## **REQUESTS FOR INFORMATION**

Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Municipal Administrator, Municipality of Norristown, 235 East Airy Street, Norristown, Pennsylvania 19401.

**MUNICIPALITY OF NORRISTOWN**  
**STATEMENT OF NET POSITION**  
**DECEMBER 31, 2016**

|   | Primary<br>Government<br>Governmental<br>Activities | Component<br>Unit    |
|---|---|----------------------|
| <b>ASSETS</b>                                     |   |                      |
| Cash and cash equivalents                         | \$ 6,136,171  | \$ 1,860,501         |
| Investments                                       | 41,601  | -                    |
| Receivables, net                                  |   |                      |
| Accounts  | 1,427,745   | 1,129,309            |
| Taxes   | 3,854,978   | -                    |
| Intergovernmental                                 | 42,343  | 196,697              |
| Prepaid expenses                                  | 56,781  | 43,602               |
| Restricted assets                                 |   |                      |
| Cash and cash equivalents                         | 1,931,692   | 4,335,166            |
| Capital assets                                    |   |                      |
| Not being depreciated                             | 4,895,217   | 699,972              |
| Being depreciated                                 | 19,601,986  | 20,618,980           |
| TOTAL ASSETS                                      | <u>37,988,514</u>                                   | <u>28,884,227</u>    |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>             |   |                      |
| Deferred outflows of resources - pension activity | 2,834,148   | -                    |
| Unamortized loss on refunding                     | -   | 95,613               |
| TOTAL DEFERRED OUTFLOWS OF RESOURCES              | <u>2,834,148</u>                                    | <u>95,613</u>        |
| <b>LIABILITIES</b>                                |   |                      |
| Accounts payable                                  | 120,443   | 350,593              |
| Accrued liabilities                               | 823,970   | 20,546               |
| Accrued interest payable                          | 100,773   | 24,092               |
| Due to agency fund                                | 64,897  | -                    |
| Unearned revenues                                 | 621,993   | -                    |
| Long-term liabilities                             |   |                      |
| Due within one year                               |   |                      |
| General obligation debt                           | 3,379,185   | -                    |
| Revenue bonds payable                             | -   | 1,474,367            |
| Capital lease obligations                         | 174,553   | -                    |
| Compensated absences                              | 68,545  | -                    |
| Escrow deposits                                   | 283,369   | 20,138               |
| Due in more than one year                         |   |                      |
| General obligation debt                           | 11,010,216  | -                    |
| Capital lease obligations                         | 230,368   | -                    |
| Compensated absences                              | 1,495,846   | 50,934               |
| Other postemployment benefits                     | 1,683,992   | -                    |
| Net pension liability                             | 15,924,219  | -                    |
| Revenue notes payable                             | -   | 16,999,235           |
| TOTAL LIABILITIES                                 | <u>35,982,369</u>                                   | <u>18,939,905</u>    |
| <b>DEFERRED INFLOWS OF RESOURCES</b>              |   |                      |
| Deferred inflows of resources - pension activity  | 1,330,584   | -                    |
| <b>NET POSITION</b>                               |   |                      |
| Net investment in capital assets                  | 17,764,249  | 7,160,264            |
| Restricted  |   |                      |
| Capital projects                                  | 79,566  | -                    |
| Highways and streets                              | 1,009,462   | -                    |
| Debt service                                      | -   | 20,252               |
| Unrestricted                                      | (15,343,568)  | 2,859,419            |
| TOTAL NET POSITION                                | <u>\$ 3,509,709</u>                                 | <u>\$ 10,039,935</u> |

*See accompanying notes to the basic financial statements.*

# MUNICIPALITY OF NORRISTOWN

## STATEMENT OF ACTIVITIES

YEAR ENDED DECEMBER 31, 2016

| Functions/Programs                   | Expenses                 | Charges for<br>Services | Program Services<br>Operating<br>Grants and<br>Contributions |
|--------------------------------------|--------------------------|-------------------------|--|
| <b>PRIMARY GOVERNMENT</b>            |                          |                         |  |
| GOVERNMENTAL ACTIVITIES              |                          |                         |  |
| General government                   | \$ 7,448,040             | \$ 1,510,334            | \$ 523,869   |
| Public safety                        | 15,309,348               | 1,595,436               | 1,183,334  |
| Public works                         |                          |                         |  |
| Highways and streets                 | 2,546,737                | 446,240                 | 92,758   |
| Sanitation                           | 2,333,677                | 2,491,734               | -  |
| Community development                | 1,214,659                | 197,003                 | 222,605  |
| Culture and recreation               | 495,632                  | 35,641                  | 21,775   |
| Interest on long-term debt           | <u>881,131</u>           | <u>-</u>                | <u>-</u>   |
| <br>TOTAL GOVERNMENTAL<br>ACTIVITIES | <br><u>\$ 30,229,224</u> | <br><u>\$ 6,276,388</u> | <br><u>\$ 2,044,341</u>                                      |
| <br><b>COMPONENT UNIT</b>            |                          |                         |  |
| Norristown Municipal Waste Authority | <u>\$ 4,585,138</u>      | <u>\$ 5,366,785</u>     | <u>\$ 60,945</u>   |
| <br>GENERAL REVENUES                 |                          |                         |  |
| Taxes                                |                          |                         |  |
| Real estate taxes                    |                          |                         |  |
| Earned income taxes                  |                          |                         |  |
| Business gross receipts tax          |                          |                         |  |
| Local services taxes                 |                          |                         |  |
| Per capita tax                       |                          |                         |  |
| Real estate transfer taxes           |                          |                         |  |
| Unrestricted investment earnings     |                          |                         |  |
| Miscellaneous                        |                          |                         |  |
| TOTAL GENERAL REVENUES               |                          |                         |  |
| CHANGE IN NET POSITION               |                          |                         |  |
| NET POSITION AT BEGINNING OF YEAR    |                          |                         |  |
| NET POSITION AT END OF YEAR          |                          |                         |  |

See accompanying notes to the basic financial statements.

|  | Net (Expense) Revenue and<br>Changes in Net Position |                      |
|--|--|----------------------|
|  | Primary<br>Government<br>Governmental<br>Activities  | Component<br>Unit    |
| Capital<br>Grants and<br>Contributions |  |                      |
| \$ -                                   | \$ (5,413,837)                                       |                      |
| 43,774                                 | (12,486,804)   |                      |
| 807,417                                | (1,200,322)  |                      |
| -                                      | 158,057  |                      |
| 1,190,683                              | 395,632  |                      |
| -                                      | (438,216)  |                      |
| -                                      | (881,131)  |                      |
| <u>\$ 2,041,874</u>                    | <u>(19,866,621)</u>                                  |                      |
| <u>\$ 82,943</u>                       |  | <u>\$ 925,535</u>    |
|  | 11,052,131   | -                    |
|  | 9,083,963  | -                    |
|  | 1,107,188  | -                    |
|  | 554,279  | -                    |
|  | 55,825   | -                    |
|  | 341,040  | -                    |
|  | 83,283   | 30,349               |
|  | 31,360   | 25,138               |
|  | <u>22,309,069</u>                                    | <u>55,487</u>        |
|  | 2,442,448  | 981,022              |
|  | <u>1,067,261</u>                                     | <u>9,058,913</u>     |
|  | <u>\$ 3,509,709</u>                                  | <u>\$ 10,039,935</u> |

# MUNICIPALITY OF NORRISTOWN

## BALANCE SHEET

### GOVERNMENTAL FUNDS

DECEMBER 31, 2016

|  | <u>General Fund</u>  | <u>Liquid<br/>Fuels<br/>Fund</u> |
|--|----------------------|----------------------------------|
| <b>ASSETS</b>  |                      |                                  |
| Cash and cash equivalents  | \$ 6,428,063         | \$ 1,006,944                     |
| Investments  | 41,601               | -                                |
| Receivables, net   |                      |                                  |
| Accounts   | 1,427,745            | -                                |
| Taxes  | 3,854,978            | -                                |
| Intergovernmental  | -                    | -                                |
| Prepaid expenses   | 56,781               | -                                |
| Due from other funds   | <u>685,395</u>       | <u>-</u>                         |
| TOTAL ASSETS   | <u>\$ 12,494,563</u> | <u>\$ 1,006,944</u>              |
| <b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND<br/>FUND BALANCES (DEFICIT)</b>  |                      |                                  |
| <b>LIABILITIES</b>   |                      |                                  |
| Accounts payable   | \$ 96,728            | \$ -                             |
| Accrued liabilities  | 890,109              | -                                |
| Unearned revenues  | 347,256              | -                                |
| Escrows payable  | 283,369              | -                                |
| Due to other funds   | -                    | 7                                |
| TOTAL LIABILITIES  | <u>1,617,462</u>     | <u>7</u>                         |
| <b>DEFERRED INFLOWS OF RESOURCES</b>   |                      |                                  |
| Unavailable revenues, property taxes   | <u>814,628</u>       | <u>-</u>                         |
| <b>FUND BALANCES (DEFICIT)</b>   |                      |                                  |
| Nonspendable, prepaid expenses   | 56,781               | -                                |
| Restricted   | -                    | 1,006,937                        |
| Unassigned   | <u>10,005,692</u>    | <u>-</u>                         |
| TOTAL FUND BALANCES (DEFICIT)  | <u>10,062,473</u>    | <u>1,006,937</u>                 |
| TOTAL LIABILITIES, DEFERRED INFLOWS<br>OF RESOURCES AND FUND BALANCES<br>(DEFICIT) | <u>\$ 12,494,563</u> | <u>\$ 1,006,944</u>              |

See accompanying notes to the basic financial statements.

| Debt<br>Service<br>Fund | Community<br>Development<br>Fund | Capital<br>Projects<br>Fund | Other<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|-------------------------|----------------------------------|-----------------------------|--------------------------------|--------------------------------|
| \$ 3,612                | \$ 289,408                       | \$ 302,117                  | \$ 37,719                      | \$ 8,067,863                   |
| -                       | -                                | -                           | -                              | 41,601                         |
| -                       | -                                | -                           | -                              | 1,427,745                      |
| -                       | -                                | -                           | -                              | 3,854,978                      |
| -                       | 42,343                           | -                           | -                              | 42,343                         |
| -                       | -                                | -                           | -                              | 56,781                         |
| -                       | -                                | -                           | -                              | 685,395                        |
| <u>\$ 3,612</u>         | <u>\$ 331,751</u>                | <u>\$ 302,117</u>           | <u>\$ 37,719</u>               | <u>\$ 14,176,706</u>           |
| \$ -                    | \$ 5,573                         | \$ 20,399                   | \$ -                           | \$ 122,700                     |
| -                       | -                                | -                           | -                              | 890,109                        |
| -                       | 265,251                          | 4,937                       | 4,548                          | 621,992                        |
| -                       | 150                              | -                           | -                              | 283,519                        |
| 421,546                 | 100,878                          | 197,215                     | 30,646                         | 750,292                        |
| <u>421,546</u>          | <u>371,852</u>                   | <u>222,551</u>              | <u>35,194</u>                  | <u>2,668,612</u>               |
| -                       | -                                | -                           | -                              | 814,628                        |
| -                       | -                                | -                           | -                              | 56,781                         |
| -                       | -                                | 79,566                      | 2,525                          | 1,089,028                      |
| (417,934)               | (40,101)                         | -                           | -                              | 9,547,657                      |
| <u>(417,934)</u>        | <u>(40,101)</u>                  | <u>79,566</u>               | <u>2,525</u>                   | <u>10,693,466</u>              |
| <u>\$ 3,612</u>         | <u>\$ 331,751</u>                | <u>\$ 302,117</u>           | <u>\$ 37,719</u>               | <u>\$ 14,176,706</u>           |

# MUNICIPALITY OF NORRISTOWN

## RECONCILIATION OF TOTAL GOVERNMENTAL FUNDS BALANCES TO NET POSITION OF GOVERNMENTAL ACTIVITIES DECEMBER 31, 2016

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|   |                            |
|---|----------------------------|
| TOTAL GOVERNMENTAL FUNDS BALANCES   | \$ <u>10,693,466</u>       |
| Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. These assets consist of:          |                            |
| Land  | 4,895,217                  |
| Infrastructure, net of \$42,557,913 accumulated depreciation  | 15,466,451                 |
| Site land improvements, net of \$1,004,652 accumulated depreciation   | 32,167                     |
| Buildings, net of \$2,933,498 accumulated depreciation  | 2,435,824                  |
| Machinery, vehicles and equipment, net of \$9,345,516 accumulated depreciation  | <u>1,667,544</u>           |
|   | <u>24,497,203</u>          |
| Deferred inflows and outflows of resources related to pension activities are not financial resources and therefore not reported in the Governmental Funds |                            |
|   | <u>1,503,564</u>           |
| Revenue not available to pay for the current period's expenditures and therefore reported as unearned revenue in the funds:                               |                            |
| Property taxes  | <u>814,628</u>             |
| Some liabilities are not due and payable in the current period and therefore are not reported in the funds. Those liabilities consist of:                 |                            |
| Bonds, notes and loans payable  | (14,448,939)               |
| Unamortized bond discounts (premiums), net  | 59,538                     |
| Accrued interest on bonds   | (100,773)                  |
| Net pension liability   | (15,924,219)               |
| Other postemployment benefit liability  | (1,683,992)                |
| Capital lease obligations payable   | (404,921)                  |
| Compensated absences  | <u>(1,495,846)</u>         |
| COMBINED LIABILITY ADJUSTMENT   | <u>(33,999,152)</u>        |
| NET POSITION OF GOVERNMENTAL ACTIVITIES   | \$ <u><u>3,509,709</u></u> |

*See accompanying notes to the basic financial statements.*

# MUNICIPALITY OF NORRISTOWN

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS YEAR ENDED DECEMBER 31, 2016

|  | <u>General Fund</u>  | <u>Liquid<br/>Fuels<br/>Fund</u> |
|--|----------------------|----------------------------------|
| REVENUES   |                      |                                  |
| Property taxes                                       | \$ 10,963,574        | \$ -                             |
| Local enabling taxes                                 | 11,142,295           | -                                |
| Licenses and permits                                 | 1,012,326            | -                                |
| Fines and forfeits                                   | 1,153,907            | -                                |
| Intergovernmental                                    | 1,618,703            | 756,916                          |
| Charges for services                                 | 4,548,100            | -                                |
| Investment earnings                                  | 81,163               | 1,873                            |
| Miscellaneous  | 66,560               | -                                |
|  | <u>30,586,628</u>    | <u>758,789</u>                   |
| TOTAL REVENUES                                       |                      |                                  |
| EXPENDITURES   |                      |                                  |
| General government                                   | 7,437,042            | -                                |
| Public safety  | 15,137,513           | -                                |
| Sanitation   | 2,333,677            | -                                |
| Highways and streets                                 | 1,200,989            | 258,049                          |
| Culture and recreation                               | 475,200              | -                                |
| Community development                                | 6,400                | -                                |
| Debt service   |                      |                                  |
| Principal  | 55,168               | -                                |
| Interest and fees                                    | -                    | -                                |
| Payment on capital lease                             | 207,047              | -                                |
| Capital outlays                                      | 853,264              | -                                |
|  | <u>27,706,300</u>    | <u>258,049</u>                   |
| TOTAL EXPENDITURES                                   |                      |                                  |
| EXCESS (DEFICIENCY) OF REVENUES<br>OVER EXPENDITURES |                      |                                  |
|  | <u>2,880,328</u>     | <u>500,740</u>                   |
| OTHER FINANCING SOURCES (USES)                       |                      |                                  |
| Proceeds from capital lease                          | 227,939              | -                                |
| Proceeds from issuance of debt                       | 583,968              | -                                |
| Proceeds from sale of capital assets                 | 2,994                | -                                |
| Transfers in   | -                    | -                                |
| Transfers out  | (4,151,175)          | -                                |
|  | <u>(3,336,274)</u>   | <u>-</u>                         |
| TOTAL OTHER FINANCING SOURCES<br>(USES)              |                      |                                  |
| NET CHANGE IN FUND BALANCES                          |                      |                                  |
|  | (455,946)            | 500,740                          |
| FUND BALANCES (DEFICIT) AT BEGINNING OF YEAR         |                      |                                  |
|  | <u>10,518,419</u>    | <u>506,197</u>                   |
| FUND BALANCES (DEFICIT) AT END OF YEAR               |                      |                                  |
|  | <u>\$ 10,062,473</u> | <u>\$ 1,006,937</u>              |

See accompanying notes to the basic financial statements.

| <u>Debt<br/>Service<br/>Fund</u> | <u>Community<br/>Development<br/>Fund</u> | <u>Capital<br/>Projects<br/>Fund</u> | <u>Other<br/>Governmental<br/>Funds</u> | <u>Total<br/>Governmental<br/>Funds</u> |
|----------------------------------|---|--------------------------------------|---|---|
| \$ -                             | \$ -                                      | \$ -                                 | \$ -                                    | \$ 10,963,574                           |
| -                                | -   | -                                    | -                                       | 11,142,295                              |
| -                                | -   | -                                    | -                                       | 1,012,326                               |
| -                                | -   | -                                    | -                                       | 1,153,907                               |
| -                                | 923,143                                   | 267,840                              | 42,774                                  | 3,609,376                               |
| -                                | -   | -                                    | 1,000                                   | 4,549,100                               |
| -                                | 200                                       | 47                                   | -                                       | 83,283                                  |
| -                                | -   | -                                    | -                                       | 66,560                                  |
| <u>-</u>                         | <u>923,343</u>                            | <u>267,887</u>                       | <u>43,774</u>                           | <u>32,580,421</u>                       |
| -                                | 355,752                                   | 3,763                                | -                                       | 7,796,557                               |
| -                                | 77,063                                    | -                                    | 62,347                                  | 15,276,923                              |
| -                                | 53,835                                    | -                                    | -                                       | 2,387,512                               |
| -                                | -   | 288,238                              | -                                       | 1,747,276                               |
| -                                | 18,897                                    | -                                    | -                                       | 494,097                                 |
| -                                | 414,774                                   | -                                    | -                                       | 421,174                                 |
| 3,174,490                        | 61,626                                    | -                                    | -                                       | 3,291,284                               |
| 796,731                          | -   | -                                    | -                                       | 796,731                                 |
| -                                | -   | -                                    | -                                       | 207,047                                 |
| -                                | -   | 552,298                              | -                                       | 1,405,562                               |
| <u>3,971,221</u>                 | <u>981,947</u>                            | <u>844,299</u>                       | <u>62,347</u>                           | <u>33,824,163</u>                       |
| <u>(3,971,221)</u>               | <u>(58,604)</u>                           | <u>(576,412)</u>                     | <u>(18,573)</u>                         | <u>(1,243,742)</u>                      |
| -                                | -   | -                                    | -                                       | 227,939                                 |
| -                                | -   | -                                    | -                                       | 583,968                                 |
| -                                | -   | -                                    | -                                       | 2,994                                   |
| 3,877,344                        | -   | 273,831                              | -                                       | 4,151,175                               |
| -                                | -   | -                                    | -                                       | (4,151,175)                             |
| <u>3,877,344</u>                 | <u>-</u>                                  | <u>273,831</u>                       | <u>-</u>                                | <u>814,901</u>                          |
| (93,877)                         | (58,604)                                  | (302,581)                            | (18,573)                                | (428,841)                               |
| <u>(324,057)</u>                 | <u>18,503</u>                             | <u>382,147</u>                       | <u>21,098</u>                           | <u>11,122,307</u>                       |
| <u>\$ (417,934)</u>              | <u>\$ (40,101)</u>                        | <u>\$ 79,566</u>                     | <u>\$ 2,525</u>                         | <u>\$ 10,693,466</u>                    |

# MUNICIPALITY OF NORRISTOWN

## RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES YEAR ENDED DECEMBER 31, 2016

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NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$ (428,841)

Capital outlays are reported in Governmental Funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays (\$1,406,424) exceeds depreciation (\$1,381,443) in the current period.

24,981

The net effect of various miscellaneous transactions involving capital assets (i.e., sales) is to decrease net position.

(13,953)

The issuance of long-term debt provides current financial resources to Governmental Funds, while the repayment of the principal of long-term debt uses current financial resources. Neither transaction has any effect on net position. Also, Governmental Funds report the effect of issuance costs, premiums, discounts and similar items when debt is first issued, whereas, these amounts are deferred and amortized in the statement of activities. The net effects of these difference in the current period are:

|   |                  |
|---|------------------|
| Principal repayments                              | 3,291,284        |
| Net amortization of bond issue, discounts/premium | (7,753)          |
| Proceeds from debt and capital leases             | (811,907)        |
| Principal paid on capital lease obligations       | 181,192          |
| NET ADJUSTMENT                                    | <u>2,652,816</u> |

Interest is expensed when paid in the Governmental Funds. However, in the government-wide statements, interest is matched to the period in which it was incurred. In the current period, the net effect of matching interest expense to the proper period is:

|   |                 |
|---|-----------------|
| Accreted interest on capital appreciation bonds | (75,750)        |
| Change in accrued interest                      | 17,988          |
|   | <u>(57,762)</u> |

Revenues in the statement of activities that are not available to provide current financial resources are not reported as revenues in the funds. At the government-wide level, revenue recognition is not limited by availability. The effects of these adjustments in the current year are:

|       |               |
|-------|---------------|
| Taxes | <u>88,558</u> |
|-------|---------------|

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in Governmental Funds.

|                      |                  |
|----------------------|------------------|
| Compensated absences | <u>142,536</u>   |
| Pension expense      | <u>293,786</u>   |
| Change in OPEB       | <u>(259,673)</u> |

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES \$ 2,442,448

*See accompanying notes to the basic financial statements.*

**MUNICIPALITY OF NORRISTOWN**  
**STATEMENT OF FIDUCIARY NET POSITION**  
**FIDUCIARY FUNDS**  
**DECEMBER 31, 2016**

---

|  | <u>Pension<br/>Trust Funds</u> | <u>Agency Funds</u> |
|--|--------------------------------|---------------------|
| <b>ASSETS</b>                              |                                |                     |
| Cash                                       | \$ 524,138                     | \$ 442,439          |
| Receivables                                | 94,840                         | -                   |
| Prepaid plan expenses and pension benefits | 55,944                         | -                   |
| Investments                                | 33,923,261                     | -                   |
| Due from other funds                       | <u>-</u>                       | <u>64,897</u>       |
| TOTAL ASSETS                               | <u>34,598,183</u>              | <u>\$ 507,336</u>   |
| <b>LIABILITIES</b>                         |                                |                     |
| Accounts payable and accrued expenses      | 42,064                         | \$ 119,585          |
| Tax collections due to                     |                                |                     |
| County of Montgomery                       | -                              | 39,407              |
| Municipality of Norristown                 | -                              | 157,177             |
| Tax refunds due to residents               | <u>-</u>                       | <u>191,167</u>      |
| TOTAL LIABILITIES                          | <u>42,064</u>                  | <u>\$ 507,336</u>   |
| <b>NET POSITION</b>                        |                                |                     |
| Held in trust for pension benefits         | <u>\$ 34,556,119</u>           |                     |

*See accompanying notes to the basic financial statements.*

# MUNICIPALITY OF NORRISTOWN

## STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

### FIDUCIARY FUNDS

YEAR ENDED DECEMBER 31, 2016

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|   | <u>Pension<br/>Trust Funds</u> |
|---|--------------------------------|
| ADDITIONS   |                                |
| Investment income                                       |                                |
| Net appreciation in fair value of investments           | \$ 1,455,865                   |
| Interest  | 26,251                         |
| Dividends   | 745,906                        |
| Investment expenses and foreign taxes paid              | <u>(109,323)</u>               |
| INVESTMENT INCOME, net                                  | <u>2,118,699</u>               |
| Contributions   |                                |
| Commonwealth of Pennsylvania Act 205 pension allocation | 1,014,918                      |
| Municipality contributions                              | 2,055,732                      |
| Member contributions                                    | 648,422                        |
| Military buyback  | <u>12,668</u>                  |
| TOTAL CONTRIBUTIONS                                     | <u>3,731,740</u>               |
| <br>TOTAL ADDITIONS                                     | <br><u>5,850,439</u>           |
| DEDUCTIONS  |                                |
| Monthly retirement benefits                             | 2,939,239                      |
| Administrative expenses                                 | <u>117,947</u>                 |
| TOTAL DEDUCTIONS  | <u>3,057,186</u>               |
| <br>CHANGE IN NET POSITION                              | <br>2,793,253                  |
| <br>NET POSITION AT BEGINNING OF YEAR                   | <br><u>31,762,866</u>          |
| <br>NET POSITION AT END OF YEAR                         | <br><u>\$ 34,556,119</u>       |

*See accompanying notes to the basic financial statements.*

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

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**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Municipality of Norristown (the "Municipality") was incorporated in 1812 under the provisions of the Commonwealth of Pennsylvania. The Municipality operates under a home rule charter approved by voters on November 6, 1984, that became effective January 6, 1986. As of July 2004, the Municipality has transitioned from a mayoral form of government to one that is governed by Municipal Council and managed by a Municipal Administrator. The Municipality provides the following services as authorized by its charter: public safety (police and fire), streets, sanitation, health and social services, culture-recreation, public improvements, planning and zoning and general administrative services. The accompanying financial statements were prepared in accordance with accounting principles generally accepted in the United States of America, ("GAAP") applicable to governmental units, as prescribed by the Governmental Accounting Standards Board ("GASB").

A summary of the Municipality's significant accounting policies follows.

**Reporting Entity**

In conformity with GAAP, the financial statements include those of the Municipality of Norristown (the "Primary Government") and its component unit. The component unit discussed below is included in the Municipality's reporting entity because of its operational or financial relationship with the Municipality and the Municipality's ability to exercise oversight responsibility.

***Discretely Presented Component Unit*** - In conformity with GAAP, the following component unit has been included in the financial reporting entity as a discretely presented component unit:

- **Norristown Municipal Waste Authority ("Authority")** - The appointment of members of the governing board of the Authority is subject to the approval by the Council of the Primary Government. The Authority reports on the accrual basis of accounting. Under this basis of accounting, revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of the related cash flows. The Authority operates on a fiscal year ending March 31. More detailed information is available from the Norristown Municipal Waste Authority at 235 East Airy Street, Norristown, Pennsylvania 19401.

**Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., statement of net position and statement of activities) report information on all the non-fiduciary activities of the Primary Government and its component unit. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely, to a significant extent, on fees and charges for support. Likewise, the Primary Government is reported separately from its legally separate component unit.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

---

**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

The statement of activities demonstrates the degree to which direct expenses of a given function or segment are affected by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for Governmental Funds and Fiduciary Funds, even though the latter are excluded from the government-wide financial statements. Major individual Governmental Funds are reported as separate columns in the fund financial statements.

**Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting as are the Agency Fund financial statements. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of the related cash flows where applicable. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as another financing source. Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability rather than an expenditure.

Governmental Funds financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. Property taxes must be received within 60 days of year-end to be deemed available. Licenses, operating grants, capital grants and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of "available spendable resources." Governmental Funds operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during the period.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

---

**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

Because of their spending measurement focus, expenditure recognition for Governmental Fund Types exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as Governmental Fund Type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources were expended rather than as fund assets. The proceeds of long-term debt are recorded as another financing source rather than a fund liability. However, debt service expenditures, as well as expenditures related to compensated absences and claims for judgments, are recorded only when payment is due.

The Municipality reports the following major Governmental Funds:

- The *General Fund* is the Primary Government's operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. The primary revenue sources are property taxes, local enabling taxes, charges for services and state grants and shared revenue. The primary expenditures are for public safety, street maintenance and sanitation services.
- The *Liquid Fuels Fund*, as required by law, accounts for revenue from the State Motor License Fund (gasoline tax distribution, etc.) and the approved expenditure of such monies for road and highway purposes.
- The *Debt Service Fund* accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
- The *Community Development Fund* tracks activity primarily related to the Municipality's Community Development Block Grant and related community development activity.
- The *Capital Projects Fund* accounts for financial resources, including the proceeds of general obligation debt, to be used for the acquisition or construction of major capital assets.

Additionally, the Municipality reports the following fund types:

- The *Pension Trust Funds* account for the revenue (i.e., member contributions, Municipal contributions, state contributions and net investment income) and the expenses (i.e., contributions refunded, retirement allowances and death benefits paid) of the Police Pension Trust Fund and the Paid Firefighters' Trust Fund.
- The *Agency Funds* consist of the Tax Collection Fund used as a conduit for distributing tax collections to the County and Norristown Municipality. Other Agency Funds are held for community groups and are not owned by Norristown Municipality. The Municipality maintains no fund balances in the Agency Funds since the Municipality is the custodian, not the owner of such funds.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

---

**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

**Assets, Liabilities and Net Position or Fund Balances**

**Cash and Investments** - The Municipality's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition and which have no withdrawal restrictions.

State statutes authorize the Municipality to invest in: 1) obligations, participations and other instruments of any Federal agency, 2) repurchase agreements with respect to U.S. Treasury bills or obligations, 3) negotiable certificates of deposit, 4) bankers' acceptances, 5) commercial paper, 6) shares of an investment company registered under the Investment Company Act of 1940 whose shares are registered under the Securities Act of 1933, and 7) savings or demand deposits. Investments are stated at fair value.

The Municipality has adopted GASB Statements No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, No. 72, *Fair Value Measurement and Application* and No. 79, *Certain External Investment Pools and Pool Participants*. In accordance with these Statements, investments in marketable securities with readily determinable fair value and all investments in debt securities are reported at their fair values. Investments in qualifying external investment pools are reported at amortized cost basis.

***Receivables and Payables***

- **Interfund Receivables and Payables** - Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the year is referred to as "due to/from other funds."
- **Taxes Receivable** - Enabling taxes are presented net of an allowance for uncollectibles based on historical collections and current tax collector estimates.
- **Other Receivables** - Receivables related to other charges are presented net of an allowance for uncollectibles based on historical collections, current collection efforts and discussions with legal counsel where applicable.

**Capital Assets** - Capital assets, which include property, plant and equipment and infrastructure assets (e.g., roads, bridges, sidewalks and similar items), are reported in the applicable governmental columns in the government-wide financial statements. Property, plant and equipment and infrastructure with initial, individual costs that equal or exceed \$5,000 and estimated useful lives of over one year are recorded as capital assets. Capital assets are recorded at historical costs or estimated historical costs if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlay of capital assets and improvements are capitalized as projects are completed.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

---

**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

Property, plant and equipment of the Primary Government are depreciated using the straight-line method over the following intended useful lives:

|                                   | <u>Years</u> |
|-----------------------------------|--------------|
| Buildings and improvements        | 20-50        |
| Machinery, vehicles and equipment | 5-20         |
| Infrastructure                    | 20-50        |

**Allowance for Doubtful Accounts** - Accounts receivable and taxes receivable have been reported net of an allowance for doubtful accounts in the amount of \$560,444.

**Compensated Absences** - Municipal policy permits employees to accumulate a limited amount of earned but unused sick time. These benefits are payable to employees upon separation of services. All leave pay is accrued when incurred in the government-wide financial statements. Sick buy back benefits paid shortly after year-end are also accrued as a short-term liability in the Governmental Funds financial statements. The computed liability is in compliance with GASB 16, *Accounting for Compensated Absences*.

**Long-Term Obligations** - In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable government-wide activities. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method to interest expense. Long-term general obligation debt is presented net of unamortized premiums and discounts. Bond issuance costs are expensed during the period incurred.

In the fund financial statements, Governmental Fund Types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**Unearned Revenue** - Unearned revenues represent government grant funds received but not yet spent for its intended purposes and rental license income collected in advance of the corresponding license year.

**Net Position/Fund Balances** - The government-wide financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted.

- **Net Investment in Capital Assets** - This category groups all capital assets into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction, or improvement of these assets reduce the balance in this category.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

---

**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

- **Restricted Net Position** - This category presents external restrictions imposed by creditors, grantors, contributors or laws, or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.
- **Unrestricted Net Position** - This category represents net position of the Municipality, not restricted for any project or other purpose.

The Municipality follows GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on the Municipality's fund balances more transparent. The following classifications describe the relative strength of the spending constraints:

- **Nonspendable** - Amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- **Restricted** - Amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
- **Committed** - Amounts that can be spent only for specific purposes determined by formal actions of the members of Council. The Council is the highest level of decision-making authority for the Municipality of Norristown. Commitments may be established, modified, or rescinded only through resolutions approved by Council.
- **Assigned** - Amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Intent can be expressed by the Council or by an official or body to which Council has delegated authority. Council has not delegated the authority to assign fund balance.
- **Unassigned** - All other spendable amounts.

When both restricted and unrestricted resources are available for use, it is the Municipality's policy to use restricted resources first, then unrestricted resources as they are needed for their intended purposes.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

---

**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

**Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Municipality has one item that qualifies for reporting in this category. The deferred outflow of resources related to pensions is reported in the government-wide statement of net position and is the result of changes in plan assumptions, the net difference between projected and actual earnings on the pension plan investments, and differences between expected and actual experience of the pension plan.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Municipality has two items that qualify for reporting in this category. Accordingly, the item, *unavailable revenue*, which arises only under a modified accrual bases of accounting, is reported only in the Governmental Funds balance sheet. The Governmental Funds report unavailable revenues from property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amount becomes available. In addition, the deferred inflow of resources related to pensions is reported in the government-wide statement of net position and is the result of differences between expected and actual experience of the pension plan.

**Interfund Transactions**

Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. All other interfund transactions except quasi-external transactions and reimbursements are reported as transfers. Transfers can only be approved in the budget or through Council motion during the year.

**Accounting Estimates**

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual amounts may differ from those estimates.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

---

**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
(Continued)

**Component Unit - Norristown Municipal Waste Authority**

***Summary of Significant Accounting Policies***

**Measurement Focus, Basis of Accounting and Financial Statement Presentation** - The Authority's financial statements are presented on the full accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Under this basis of accounting, revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of the related cash flows.

All activities of the Authority are accounted for within a Proprietary (Enterprise) Fund. Proprietary Funds are used to account for operations that are (1) financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The accounting and financial reporting treatment applied to the Authority is determined by its measurement focus. The transactions of the Authority are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operations are included on the balance sheet. Net position (i.e., total assets net of total liabilities) is segregated into "net investment in capital assets," "restricted for debt service" and "unrestricted" components.

Operating revenues are those revenues that are generated directly from primary activities. For the Authority, these revenues are rental charges for services and investment income. Operating expenses are necessary costs incurred to provide the services that are the primary activity of the Authority.

**Cash and Cash Equivalents** - Cash and cash equivalents include all cash accounts, restricted cash accounts and highly liquid investments, which are not subject to withdrawal restrictions or penalties, with original maturities of three months or less from the date of acquisition to be cash and cash equivalents.

**Restricted Investments** - Restricted investments consist of U.S. Treasury notes which are restricted by debt agreement.

**Trade Accounts Receivable** - Trade receivables consist of retail sewer line and treatment charges and wholesale treatment charges to another government entity. Trade receivables are shown net of an allowance for uncollectibles, as applicable. Trade receivables, in excess of 90 days, are evaluated for collectability, and an allowance is established, as deemed necessary, based on the best information available and in an amount that management believes is adequate. Trade receivables are written off when deemed uncollectible. Recoveries of trade receivables previously written off are recorded when received.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

---

**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

**Capital Assets** - Capital assets, which include property, plant and equipment, are reported in the financial statements at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Capital assets are defined by the Authority as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years.

The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

Property, plant, and equipment of the Authority are depreciated using the straight-line method over the following estimated useful lives:

|                                   | <u>Years</u> |
|-----------------------------------|--------------|
| Collection system and sewer plant | 6-50         |
| Equipment                         | 5-10         |

**Long-Term Debt** - Long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts, when applicable, are deferred and amortized over the life of the bond using the straight-line interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond premiums and discounts are amortized to interest expense. Bond issuance costs are expensed in the period incurred.

In accordance with GASB Statement No. 23, *Accounting and Financial Reporting for Refunding of Debt Reported by Proprietary Activities*, the Authority has adopted the following policy for bond refunding resulting in the defeasance of debt reported in Proprietary Funds.

The difference between the reacquisition price and the net carrying amount of the old debt is deferred and amortized as a component of interest expense in a systematic and rational manner over the remaining life of the old debt or the life of the new debt, whichever is shorter. On the statement of net position, the deferred amount is reported as a deduction from the new debt liability.

**Debt Issuance Costs** - Debt issuance costs are expensed as incurred.

**Use of Estimates** - The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Property Tax**

The Municipality levies taxes on real property located within the boundaries of the Municipality of Norristown. Property taxes are levied by the Municipality on property values assessed by the Montgomery County Assessment Offices.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

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**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

The Municipality bills and collects property taxes. Tax bills were mailed on or about January 31, 2016. A 2% discount was allowed on bills paid by March 31, 2016, and a 10% penalty was assessed for bills paid after May 31, 2016. Unpaid property taxes attach as an enforceable lien on property on January 1, 2017.

The rate of real estate taxation in 2016 was 12.70 mills in total, which was designated entirely for general government purposes. All real estate tax revenue is recognized in the General Fund.

**Pension Plans**

The Municipality has pension plans covering substantially all of its employees. All pension plans are funded by the Municipality's annual contribution and by member contributions. Brief descriptions of each plan are included in the pension notes to the financial statements. The primary functions of the pension plans, which are investment management and benefit management activities, are vested solely with each plan's respective Pension Board. The Boards have contracted with various investment managers and banks for management of the portfolios of the funds. Furthermore, the assets are under ownership and control of the pension funds and are not owned by the Municipality. Pension benefits and administrative costs are paid directly from the assets of the plans. These plans are subject to audits and issue separate reports, the results of which are included in the Fiduciary Funds financial statements.

**Budgets**

**Legal Requirements** - The Home Rule Charter requires the Municipal Administrator to submit a financial plan and budget to the Council four months prior to the end of the year for the General Fund budget. The Municipality does not, and is not legally required to adopt budgets for any other fund. Council reviews the proposed financial plan with the Municipal Administrator and upon review and the completion of changes, the Municipal Administrator will submit the proposed plans and budgets along with a budget message to Council within 75 days prior to the end of the fiscal year. Council will then advertise, in one or more newspapers, a notice of a public meeting in which the public can voice their concerns in regards to the proposed financial plans and budget. After a public meeting, within 30 days before the end of the fiscal year, Council will, by ordinance, adopt the budget which will be effective the first day of the following year.

**Lapsing of Appropriations** - Unexpended appropriations lapse at year-end.

**Management Amendment** - During the course of the year, departmental needs may change, emergencies may occur, or additional revenue may arise. As a result, funds may be transferred between line items of a department's budget or additional revenue may need to be budgeted for a specific project or grant. Adjustments to the budget are made on a line item basis during the year and approved by the Municipal Council.

Financial analysis is provided monthly to management showing spending levels in comparison to the current budget. The budget is also reviewed by management with operating departments.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

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**NOTE A - NATURE OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued)**

**Pending Governmental Accounting Standards Board (GASB) Statements**

In June 2015, the GASB issued Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. The Municipality will be required to adopt the provisions of this statement for its calendar year 2017. The Municipality has not determined the effect of GASB Statement No. 73 on the financial statements.

In June 2015, the GASB issued Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*. The Municipality will be required to adopt the provisions of this statement for its calendar year 2017. The Municipality has not determined the effect of GASB Statement No. 74 on the financial statements.

In June 2015, the GASB issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The Municipality will be required to adopt the provisions of this statement for its calendar year 2018. The Municipality has not determined the effect of GASB Statement No. 75 on the financial statements.

In March 2016, the GASB issued Statement No. 82, *Pension Issues-an amendment of GASB No. 67, No. 67 and No. 73*. The Municipality will be required to adopt the provisions of this statement for this statement for its calendar year 2017. The Municipality has not determined the effect of GASB Statement No. 80 on the financial statements.

In November 2016, the GASB issued Statement No. 83, *Certain Asset Retirement Obligations*. The Municipality will be required to adopt the provisions of this statement for this statement for its calendar year 2019. The Municipality has not determined the effect of GASB Statement No. 80 on the financial statements.

**NOTE B - DEPOSIT AND INVESTMENT RISK**

**Deposits and Investments**

Municipality funds may be deposited in any bank that is insured by federal deposit insurance or the Pennsylvania Local Government Investment Trust, by resolution of the Municipal Council. To the extent that such deposits exceed federal insurance, the depositories must deposit (with their trust department or other custodians) obligations of the United States, the Commonwealth of Pennsylvania, or any political subdivision of the Commonwealth. Under Pennsylvania Act 72 of 1971, as amended, the depositories may meet this collateralization requirement by pooling appropriate securities to cover all public funds on deposit with their institution.

State statutes authorize the Municipality to invest in obligations of the U.S. Treasury, commercial paper, corporate bonds, repurchase agreements and the State Treasurer's Investment Pool.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

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**NOTE B - DEPOSIT AND INVESTMENT RISK (Continued)**

**Governmental Funds** - The Municipality's Governmental Funds' cash and cash equivalents consist of deposits with financial institutions as follows:

|  |                     |
|--|---------------------|
| <b>CASH AND CASH EQUIVALENTS</b>               |                     |
| Bank deposits                                  | \$ 5,239,114        |
| Pennsylvania Local Government Investment Trust | <u>2,828,749</u>    |
|  | <u>\$ 8,067,863</u> |

Classification per the statement of net position:

|                                      |                     |
|--------------------------------------|---------------------|
| Cash and cash equivalents            | \$ 6,136,171        |
| Restricted cash and cash equivalents | <u>1,931,692</u>    |
|                                      | <u>\$ 8,067,863</u> |

**Custodial Credit Risk** - Custodial credit risk is the risk that, in the event of a bank failure, the Municipality's deposits may not be returned to it. Deposits are insured under Act 72 of the 1971 Session of the Pennsylvania General Assembly, whereby financial institutions were granted the authority to secure deposits of public bodies by pledging a pool of assets, as defined in the Act, to cover all public funds deposited in excess of FDIC limits. The Municipality does not have a deposit policy for custodial credit risk. As of December 31, 2016, \$8,257,108 of the Municipality's Governmental Funds bank balance of \$8,702,915, was exposed to custodial credit risk as follows:

|   |                     |
|---|---------------------|
| <b>GOVERNMENTAL FUNDS</b>                               |                     |
| Uninsured and uncollateralized                          | \$ 2,829,019        |
| Uninsured and uncollateralized but covered under Act 72 | <u>5,428,089</u>    |
|   | <u>\$ 8,257,108</u> |

Governmental Funds investments consist of the following:

|                               |                  |
|-------------------------------|------------------|
| INVESTMENT, E TRADE PORTFOLIO | <u>\$ 41,601</u> |
|-------------------------------|------------------|

**Agency Funds** - The Municipality's Agency Funds cash and cash equivalents consist of deposits with financial institutions as follows:

|                                  |                   |
|----------------------------------|-------------------|
| <b>CASH AND CASH EQUIVALENTS</b> |                   |
| Bank deposits                    | <u>\$ 442,439</u> |

As of December 31, 2016, \$305,226 of the Municipality's Agency Funds bank balance of \$305,226, was exposed to custodial credit risk as follows:

|  |                   |
|--|-------------------|
| <b>AGENCY FUNDS</b>                                  |                   |
| Uninsured and uncollateralized but covered by Act 72 | <u>\$ 305,226</u> |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

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**NOTE B - DEPOSIT AND INVESTMENT RISK (Continued)**

**Pension Trust Funds** - As of December 31, 2016, Pension Trust Fund balances were comprised of the following:

|                                    | <u>Total</u>         | <u>Norristown<br/>Police<br/>Pension Plan</u> | <u>Norristown Paid<br/>Fire Fighters'<br/>Pension Plan</u> |
|------------------------------------|----------------------|---|--|
| <b>CASH AND CASH EQUIVALENTS</b>   |                      |   |  |
| Bank deposits                      | \$ <u>524,138</u>    | \$ <u>248,046</u>                             | \$ <u>276,092</u>  |
| <b>INVESTMENTS</b>                 |                      |   |  |
| Exchange traded funds              | \$ 1,401,279         | \$ -  | \$ 1,401,279   |
| Mutual funds                       | 24,700,541           | 19,927,279                                    | 4,773,262  |
| International equity mutual funds  | 4,359,093            | 4,025,116                                     | 333,977  |
| Common and preferred stock         | 712,994              | -   | 712,994  |
| Money market mutual funds          | 751,948              | 751,948                                       | -  |
| U.S. Government agency obligations | 223,260              | -   | 223,260  |
| Certificates of deposit            | 1,348,303            | -   | 1,348,303  |
| Bank deposit program               | 423,584              | -   | 423,584  |
| Mortgage-backed security           | <u>2,259</u>         | <u>-</u>                                      | <u>2,259</u>   |
|                                    | <u>\$ 33,923,261</u> | <u>\$ 24,704,343</u>                          | <u>\$ 9,218,918</u>  |

Pension Trust Fund bank deposits were insured for \$524,138. Pension Trust Fund certificates of deposit were FDIC insured for \$1,348,303.

**Interest Rate Risk**

**Governmental Funds** - As a means of limiting its exposure to fair value losses arising from fluctuations in interest rates, the Municipality takes a conservative approach to meet its projected cash flow needs by investing primarily in short-term bank deposits and cash equivalents in accordance with the Commonwealth of Pennsylvania's Act 72. PLGIT investments have maturities of less than one year.

**Pension Trust Funds** - As a means of limiting its exposure to fair value losses arising from rising interest rates, the Municipality's investment policy is to invest funds to achieve a positive rate of return over the long-term, sufficient to meet the Pension Plan's actuarial interest rate and provide for the payment of benefit obligations and expenses in perpetuity and in secure and prudent fashion.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

**NOTE B - DEPOSIT AND INVESTMENT RISK (Continued)**

As of December 31, 2016, the Municipality had the following debt investments and maturities within its Pension Trust Fund accounts:

| Type of Investment                                | Fair Market Value at December 31, 2016 | Investment Maturities (In Years) |                     |                 |                 |
|---|--|----------------------------------|---------------------|-----------------|-----------------|
|   |  | Less Than 1                      | 1 to 5              | 6 to 10         | More than 10    |
| <b>NORRISTOWN PAID FIREFIGHTERS' PENSION PLAN</b> |  |                                  |                     |                 |                 |
| U.S. Government agency obligations                | \$ 223,260                             | \$ 30,218                        | \$ 183,068          | \$ 9,974        | \$ -            |
| Certificates of deposit                           | 1,348,303                              | 520,485                          | 827,818             | -               | -               |
| Bank deposit program                              | 423,584                                | 423,584                          | -                   | -               | -               |
| Mortgage-backed security                          | 2,259                                  | -                                | -                   | -               | 2,259           |
|   | <u>\$ 1,997,406</u>                    | <u>\$ 974,287</u>                | <u>\$ 1,010,886</u> | <u>\$ 9,974</u> | <u>\$ 2,259</u> |
| <b>NORRISTOWN POLICE PENSION PLAN</b>             |  |                                  |                     |                 |                 |
| Money market mutual funds                         | \$ 751,948                             | \$ 751,948                       | \$ -                | \$ -            | \$ -            |

**Fair Value Measurement**

The Municipality categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are those that lack significant observable inputs. At December 31, 2016, all of the Municipality's investments were categorized as Level 1.

**Credit Risk**

Generally, credit risk is the risk that an issuer of a debt type investment will not fulfill its obligation to the holder of the investment. This is measured by assignment of a rating by a nationally recognized rating organization. U.S. Government securities or obligations explicitly guaranteed by the U.S. Government are not considered to have credit exposure.

The Municipality's Governmental Funds investments in the Pennsylvania Local Government Investment Trust were rated as "AAAm" by Standard and Poor's at December 31, 2016. Both instruments have maturities of three months or less and are considered to be cash equivalents. It is a fundamental policy of the aforementioned investments to maintain a net asset value of \$1 per share, but there can be no assurance that the net asset value will not vary from the \$1 per share.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

**NOTE B - DEPOSIT AND INVESTMENT RISK (Continued)**

At December 31, 2016, the Municipality's retirement fixed income investments had a credit quality rating as follows:

***Paid Firefighters' Pension Plan***

| Type of Investment                 | Fair Market<br>Value at<br>December 31,<br>2016 | AAA <sub>m</sub> | AAA         | AA+               | Unrated             |
|------------------------------------|---|------------------|-------------|-------------------|---------------------|
| U.S. Government agency obligations | \$ 223,260                                      | \$ -             | \$ -        | \$ 223,260        | \$ -                |
| Certificates of deposit            | 1,348,303                                       | -                | -           | -                 | 1,348,303           |
| Bank deposit program               | 423,584   | -                | -           | -                 | 423,584             |
| Mortgage-backed security           | 2,259   | -                | -           | -                 | 2,259               |
|                                    | <u>\$ 1,997,406</u>                             | <u>\$ -</u>      | <u>\$ -</u> | <u>\$ 223,260</u> | <u>\$ 1,774,146</u> |

***Police Pension Plan***

| Type of Investment        | Fair Market<br>Value at<br>December 31,<br>2016 | AAA <sub>m</sub> | AAA  | AA+  | Unrated |
|---------------------------|---|------------------|------|------|---------|
| Money market mutual funds | \$ 751,948                                      | \$ 751,948       | \$ - | \$ - | \$ -    |

**Concentration of Credit Risk**

The Municipality's investment policy for Governmental Funds is to invest primarily in U.S. Government or federal agency securities held in money funds or in pooled funds such as the Pennsylvania Local Government Investment Trust. Investments in these funds with maturities of less than three months are considered cash equivalents.

***Component Unit - Norristown Municipal Waste Authority***

The Authority's available cash is invested in demand deposits and money market mutual funds. The carrying amounts of the cash deposited and investments at December 31, 2016, consist of the following:

|   |                     |
|---|---------------------|
| Cash deposits                                     | <u>\$ 6,195,667</u> |
| Classification per the statement of net position: |                     |
| Cash and cash equivalents                         | \$ 1,860,501        |
| Restricted cash and cash equivalents              | <u>4,335,166</u>    |
|   | <u>\$ 6,195,667</u> |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

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**NOTE B - DEPOSIT AND INVESTMENT RISK (Continued)**

The Authority has custodial credit risk on cash deposits. This is the risk that, in the event of a financial institution failure, the Authority's deposits may not be returned. The Authority has a deposit policy for custodial risk that requires depository institutions to pledge securities as collateral for deposits that exceed depository insurance.

At December 31, 2016, the carrying amount of the Authority's bank deposits was \$6,195,667, and the bank balance was \$6,190,862 of which \$250,000 was covered by Federal Depository Insurance. At December 31, 2016, the remaining bank deposit amount of \$5,940,862 was exposed to custodial risk because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agent but not in the Authority's name.

**NOTE C - CAPITAL ASSETS**

**Governmental Activities**

Capital asset activities for the year ended December 31, 2016, are as follows:

|  | <u>Beginning<br/>Balance</u> | <u>Additions</u>   | <u>Disposals</u>   | <u>Ending<br/>Balance</u> |
|--|------------------------------|--------------------|--------------------|---------------------------|
| <b>CAPITAL ASSETS NOT BEING DEPRECIATED</b>            |                              |                    |                    |                           |
| Land   | \$ 4,895,217                 | \$ -               | \$ -               | \$ 4,895,217              |
| <b>CAPITAL ASSETS BEING DEPRECIATED</b>                |                              |                    |                    |                           |
| Infrastructure   | 57,890,986                   | 133,378            | -                  | 58,024,364                |
| Land improvements                                      | 1,036,819                    | -                  | -                  | 1,036,819                 |
| Buildings  | 5,070,581                    | 298,741            | -                  | 5,369,322                 |
| Machinery, vehicles and equipment                      | 10,136,340                   | 974,305            | (97,585)           | 11,013,060                |
| <b>TOTAL CAPITAL ASSETS<br/>BEING DEPRECIATED</b>      | <u>74,134,726</u>            | <u>1,406,424</u>   | <u>(97,585)</u>    | <u>75,443,565</u>         |
| <b>Accumulated depreciation</b>                        |                              |                    |                    |                           |
| Infrastructure   | (41,645,995)                 | (911,918)          | -                  | (42,557,913)              |
| Land improvements                                      | (972,616)                    | (32,036)           | -                  | (1,004,652)               |
| Buildings  | (2,815,292)                  | (118,206)          | -                  | (2,933,498)               |
| Machinery, vehicles and equipment                      | (9,109,865)                  | (319,283)          | 83,632             | (9,345,516)               |
| <b>TOTAL ACCUMULATED<br/>DEPRECIATION</b>              | <u>(54,543,768)</u>          | <u>(1,381,443)</u> | <u>83,632</u>      | <u>(55,841,579)</u>       |
| <b>TOTAL CAPITAL ASSETS<br/>BEING DEPRECIATED, net</b> | <u>19,590,958</u>            | <u>24,981</u>      | <u>(13,953)</u>    | <u>19,601,986</u>         |
| <b>CAPITAL ASSETS, net</b>                             | <u>\$ 24,486,175</u>         | <u>\$ 24,981</u>   | <u>\$ (13,953)</u> | <u>\$ 24,497,203</u>      |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

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**NOTE C - CAPITAL ASSETS (Continued)**

Depreciation expense was charged to functions/programs as follows:

|                                    |                     |
|------------------------------------|---------------------|
| General government                 | \$ 177,140          |
| Highways and streets, public works | 990,360             |
| Recreation                         | 20,432              |
| Public safety                      | <u>193,511</u>      |
|                                    | <u>\$ 1,381,443</u> |

**Component Unit - Norristown Municipal Waste Authority**

Capital asset activities for the year ended December 31, 2016, are as follows:

|  | Balance<br>January 1,<br>2016 | Additions                   | Transfers<br>and<br>Deletions | Balance<br>December 31,<br>2016 |
|--|-------------------------------|-----------------------------|-------------------------------|---------------------------------|
|  | <u>                    </u>   | <u>                    </u> | <u>                    </u>   | <u>                    </u>     |
| <b>CAPITAL ASSETS NOT BEING DEPRECIATED</b>            |                               |                             |                               |                                 |
| Construction in progress                               | \$ 155,989                    | \$ 652,270                  | \$ (108,287)                  | \$ 699,972                      |
| <b>CAPITAL ASSETS BEING DEPRECIATED</b>                |                               |                             |                               |                                 |
| Sewer plant  | 22,097,950                    | 196,848                     | (94,269)                      | 22,200,529                      |
| Sewer collection system                                | 11,349,908                    | 110,275                     | -                             | 11,460,183                      |
| Equipment  | 297,486                       | -                           | -                             | 297,486                         |
| <b>TOTAL CAPITAL ASSETS<br/>    BEING DEPRECIATED</b>  | <u>33,745,344</u>             | <u>307,123</u>              | <u>(94,269)</u>               | <u>33,958,198</u>               |
| <b>Accumulated depreciation</b>                        |                               |                             |                               |                                 |
| Sewer plant  | (10,603,144)                  | (476,628)                   | 50,843                        | (11,028,929)                    |
| Sewer collection system                                | (1,946,986)                   | (134,261)                   | -                             | (2,081,247)                     |
| Equipment  | (202,291)                     | (26,751)                    | -                             | (229,042)                       |
| <b>TOTAL ACCUMULATED<br/>    DEPRECIATION</b>          | <u>(12,752,421)</u>           | <u>(637,640)</u>            | <u>50,843</u>                 | <u>(13,339,218)</u>             |
| <b>TOTAL CAPITAL ASSETS<br/>BEING DEPRECIATED, net</b> | <u>20,992,923</u>             | <u>(330,517)</u>            | <u>(43,426)</u>               | <u>20,618,980</u>               |
| <b>CAPITAL ASSETS, net</b>                             | <u>\$ 21,148,912</u>          | <u>\$ 321,753</u>           | <u>\$ (151,713)</u>           | <u>\$ 21,318,952</u>            |

For the year ended December 31, 2016, the Authority capitalized \$15,050 of interest associated with construction projects.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

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**NOTE D - EMPLOYEES' RETIREMENT PLANS**

Substantially all employees of the Municipality participate in one of the Municipality's pension plans. The Municipality has separate retirement plans for qualified police, firemen and non-uniformed employees.

Each year, the Municipality receives state funds under the Municipality Pension Plan Funding Standard and Recovery Act (Act 205). The amount for 2016, was \$1,014,918. The allocation of these funds is based on the actuarial valuation of the plans, which may differ from state receipts because of the use of accrual basis accounting.

The allocations of Act 205 funds, as approved by council, were as follows:

|                                |                     |
|--------------------------------|---------------------|
| Paid Fire Fighter Pension Plan | \$ 224,226          |
| Police Pension Plan            | <u>790,692</u>      |
|                                | <u>\$ 1,014,918</u> |

The following brief descriptions of the retirement plans are provided for general information purposes only. Plan participants should refer to the appropriate source documents for more complete information on the plans.

**Police Pension Plan**

**Summary of Significant Accounting Policies**

Financial information of the Municipality's Police Pension Plan (the "Plan") is presented on the accrual basis of accounting. Contributions due and not paid prior to the year-end are recorded as contribution receivable. Benefit payments to participants are recorded upon distribution.

Investments in domestic equity mutual funds, the international equity mutual funds, fixed income mutual fund, the inflation projected mutual fund and the money market fund are carried at fair value as provided by the Plan's investment custodian, which generally represents quoted market prices as of the last business day of the year.

**Plan Description**

The Police Pension Plan is a single-employer, defined benefit pension plan established by the Municipality. The Plan is a trust created for the exclusive benefit of the participants and their beneficiaries, and, as such, is exempt from federal income taxes under Internal Revenue Code Section 401(a).

The Municipality issues a publicly available financial report that includes financial statements and required supplementary information for the Police Pension Plan. That report can be obtained by writing to: O'Neill Consulting Corporation, 487 Devon Drive, Suite 206, Wayne, PA 19087, or by calling (215) 657-7400.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Plan Membership**

At December 31, 2016, the Plan membership consisted of the following:

|  |     |
|--|-----|
| Current active employees                                       | 65  |
| Retirees and beneficiaries currently receiving benefits        | 77  |
| Employees vested, entitled to benefits, but not receiving them | 4   |
|  | 146 |

**Benefits Provided** - The Police Pension Plan provides for normal, deferred vested, early retirement and disability pensions and survivor benefits. All benefits vest after 12 years of credited service. Each participant retiring at his/her normal retirement date shall be entitled to a monthly benefit equal to an amount calculated from the plan provisions selected by the participant. A police officer's normal retirement benefit shall equal 50% of Final Average Salary (last 36 months of W-2 pay) plus \$25 per month for each full year of service in excess of 25 years. The normal form of benefits under this Plan is 50% Joint and Survivor Annuity. A police officer may select the 100% Joint and Survivor Annuity option. Normal retirement is age 50 with at least 25 years of service. Early retirement is age 45 with at least 15 years of service.

The Plan provides for death benefits for the pre-retirement death of participants killed in the line of duty. The participant's spouse is entitled, during the spouse's lifetime (or children to age 18, or age 23 if attending college, if there is no spouse), to receive a pension equal to 100% of salary.

If a police officer is found to be mentally or physically unable to engage in any substantial gainful activity due to an impairment that can be expected to result in death or has lasted or can be expected to last for a continuous period of not less than twelve (12) months, he or she shall receive a severe service-connected disability retirement benefit equal to 100% of Final Average Salary. If a Police officer is found to be mentally or physically unable to engage in duties of his or her position with the Municipality due to an impairment that can be expected to result in death or has lasted or can be expected to last for a continuous period of not less than twelve (12) months, he or she shall receive a moderate service-connected disability retirement benefit equal to 50% of Final Average Salary. If a police officer who becomes totally and permanently disabled as a result of a non-service-connected disability shall be entitled to receive a monthly benefit in the amount equal to 30% of Final Average Salary.

Benefits are funded through participant and employer contributions, the latter of which includes pension allocations under the Commonwealth of Pennsylvania Act 205. Effective January 1, 2016, the maximum each participant contributes was increased to 8.0% of applicable compensation.

Pursuant to the Act of May 29, 1956 P.L. 1804 (Act 600), as amended, this Act assigns authority to establish and amend benefit provisions to provide pension benefits for all its full-time police officers.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Contributions** - Pennsylvania Act 205 of 1984, the Municipal Pension Plan Funding Standard and Recovery Act, initiated actuarial funding requirements for municipal pension plans. Under Act 205 provisions, a municipal budget must provide for the full payment of the minimum municipal obligation ("MMO") to each employee pension fund of the Municipality. Act 189 of 1990 amended Act 205 and redefined the calculation used to determine the MMO to employee pension funds. The MMO is now defined as the total financial requirements to the pension fund, less funding adjustments and estimated contributions. The annual required contribution for the MMO to the Pension Trust Fund in 2016 was \$2,364,835, which was funded entirely by the Municipality through state aid and municipal contributions. Municipal contributions were \$1,574,143 of the required MMO. Employee contributions in 2016 totaled \$525,258. State aid and employee participant contributions in 2016 amounted to 11.83% and 7.86%, respectively, of the \$6,681,750 annual covered payroll.

The Municipality of Norristown provides management services to the Fund at no cost. The value of these services is not readily determinable and therefore, is not charged to the plan. Investment manager, custodial trustee and actuarial services are charged to the plan and funded through investment earnings.

**Investments**

**Investment Policy** - The Plan's policy in regard to the allocation of invested assets is established and may be amended by the board of trustees. It is the policy of the Board of Trustees to pursue an investment strategy that reduces risk through prudent diversification of the portfolio across a broad selection of distinct asset classes. The Plan's investment policy discourages the use of cash equivalents, except for liquidity purposes, and aims to refrain from dramatically shifting asset class allocations over short time spans. The following was the Plan's adopted asset allocation policy as of December 31, 2016:

| <u>Asset Class</u>   | <u>Target Allocation</u> |
|----------------------|--------------------------|
| Domestic equity      | 42.0%                    |
| International equity | 23.0%                    |
| Fixed income         | 30.0%                    |
| Cash                 | 5.0%                     |
|                      | <u>100%</u>              |

Investments are reported at fair value. The fair value is the quoted market price. The plan's fair value of investments as of December 31, 2016 was \$24,704,343.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Concentrations** - The Municipality's pension plans maintain a diversity of assets to absorb market risk to meet pension plan obligations. The following investments in pension plan assets represent more than 5% of the plan assets as of December 31, 2016:

|  |                      |
|--|----------------------|
| <b>MUTUAL FUNDS</b>                    |                      |
| Baird Core Plus Bond Fund              | \$ 2,408,005         |
| Vanguard Total Stock Mkt Inx Adm       | 9,438,972            |
| Metropolitan West Total Return Bond Fd | 1,822,603            |
| Vanguard Intm Term Inv G Adm           | <u>2,398,524</u>     |
|  | <u>\$ 16,068,104</u> |

**Rate of Return** - For the year ended December 31, 2016, the annual money-weighted rate of return on Plan investments, net of Plan investment expenses, was 6.57%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

**Net Pension Liability of the Plan**

The components of the net pension liability of the Plan as of December 31, 2016 was as follows:

|  |                             |
|--|-----------------------------|
| Total pension liability  | \$ 39,669,171               |
| Plan fiduciary net position  | <u>(24,994,910)</u>         |
| <b>NET PENSION LIABILITY</b>   | <u><b>\$ 14,674,261</b></u> |
| Plan fiduciary net position as a percentage of the total pension liability | <u><u>63.01%</u></u>        |

**Actuarial Assumptions** - The total pension liability was determined by an actuarial valuation as of December 31, 2016 using the following actuarial assumption, applied to all periods included in the measurement:

|                           |  |
|---------------------------|--|
| Inflation                 | 3%   |
| Salary increases          | 5.00%, including inflation   |
| Investment rate of return | 8.00%, net of pension plan investment expense, including inflation |

Mortality rates were based on the RP-2000 Mortality Table (Blue Collar) projected to 2018 using Scale AA.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

The long-term expected rate of return on the plan investments was determined using a building-block method in which the best-estimate ranges of expected future real rates of return (expected returns, net of Plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates are arithmetic real rates of return for each major class included in the Plan's target asset allocation as of December 31, 2016 and are summarized in the following table:

| <u>Asset Class</u>   | <u>Long-Term<br/>Expected<br/>Real Rate<br/>of Return</u> |
|----------------------|---|
| Domestic equity      | 7.70%   |
| International equity | 7.70%   |
| Fixed income         | 5.50%   |
| Real estate          | 6.40%   |
| Cash                 | 3.30%   |
| Commodities          | 3.30%   |

**Discount Rate** - The discount rate used to measure the total pension liability was 8.00% as of December 31, 2016. The projection of cash flows used to determine the discount rate assumed that Plan participant contributions will be made at the current contribution rate and that the Municipality contributions will be made at rates and the participant rate. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current Plan participants. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determinate the total pension liability.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

***Changes in the Net Pension Liability***

|   | Total<br>Pension<br>Liability<br>(a) | Plan<br>Fiduciary Net<br>Position<br>(b) | Net<br>Pension<br>Liability (Asset)<br>(a) - (b) |
|---|--------------------------------------|--|--|
|   | <u>                    </u>          | <u>                    </u>              | <u>                    </u>                      |
| Balances at December 31, 2015                         | \$ 39,504,343                        | \$ 23,143,113                            | \$ 16,361,230                                    |
| Changes for the year:                                 |                                      |  |  |
| Service cost  | 874,495                              | -  | 874,495  |
| Interest  | 3,136,765                            | -  | 3,136,765  |
| Differences between expected<br>and actual experience | (1,507,870)                          | -  | (1,507,870)                                      |
| Contributions   |                                      |  |  |
| Employer  | -                                    | 2,364,835                                | (2,364,835)                                      |
| Member  | -                                    | 525,258                                  | (525,258)  |
| Net investment income                                 | -                                    | 1,373,062                                | (1,373,062)                                      |
| Benefit payments, including<br>employee refunds       | (2,338,562)                          | (2,338,562)                              | -  |
| Administrative expense                                | -                                    | (72,796)                                 | 72,796   |
| Net changes   | <u>164,828</u>                       | <u>1,851,797</u>                         | <u>(1,686,969)</u>                               |
| Balances at December 31, 2016                         | <u>\$ 39,669,171</u>                 | <u>\$ 24,994,910</u>                     | <u>\$ 14,674,261</u>                             |

***Sensitivity of the Net Pension Liability to Changes in the Discount Rate*** - The following presents the net pension liability of the Plan, calculated using the discount rate of 8.00%, as well as the Plan's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7.00%) or 1-percentage-point higher (9.00%) than the current rate as of December 2016:

|                               | 1%<br>Decrease<br>(7.00%)   | Current<br>Discount<br>Rate (8.00%) | 1%<br>Increase<br>(9.00%)   |
|-------------------------------|-----------------------------|-------------------------------------|-----------------------------|
|                               | <u>                    </u> | <u>                    </u>         | <u>                    </u> |
| Net pension liability (asset) | \$ <u>19,065,322</u>        | \$ <u>14,674,261</u>                | \$ <u>10,944,665</u>        |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

***Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*** - For the year ended December 31, 2016, the Municipality recognized pension expense of \$1,994,886 for the Police Pension Plan. At December 31, 2016, the Municipality reported deferred outflows of resources and deferred inflows of resources related to the Plan from the following sources:

|  | <u>Deferred<br/>Outflows of<br/>Resources</u> | <u>Deferred<br/>Inflows of<br/>Resources</u> |
|--|---|--|
| Difference between expected and actual experience                                | \$ -  | \$ 1,178,853                                 |
| Changes in assumptions   | 547,050                                       | -  |
| Net difference between projected and actual earnings on pension plan investments | <u>1,459,970</u>                              | <u>-</u>                                     |
|  | <u>\$ 2,007,020</u>                           | <u>\$ 1,178,853</u>                          |

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in the pension expense as follows:

| <u>Year Ending<br/>December 31,</u> |            |
|-------------------------------------|------------|
| 2017                                | \$ 306,685 |
| 2018                                | 306,685    |
| 2019                                | 306,685    |
| 2020                                | (70,777)   |
| 2021                                | (21,111)   |
| Thereafter                          | -          |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Paid Firefighters' Pension Plan**

**Summary of Significant Accounting Policies**

Financial information of the Municipality's Paid Fire Fighter's Pension Plan (the "Plan") is presented on the accrual basis of accounting. Contribution due and not paid prior to year-end are recorded as contributions receivable. Benefit payments to participants are recorded upon distribution.

Investment is United States Government Agency obligations, certificates of deposit, the balanced mutual fund, equity mutual fund, international equity mutual funds, the money market fund, exchange traded funds, and common stock and the bank deposit program are carried at fair value which generally represents quoted market prices or the net asset value of mutual funds as of the last business day of the year as provided by the investment manager/broker. The investment in the mortgage-backed security is carried at estimated fair value as provided by the investment broker as of the last business day of the year.

**Plan Description**

The Paid Firefighters' Pension Plan is a single employer, defined benefit pension plan established pursuant to the Agreement and Declaration of Trust of the Norristown Paid Firefighters' Pension Fund. The Plan is a trust created for the exclusive benefit of the participants and their beneficiaries, and, as such, is exempt from federal income taxes under Internal Revenue Code Section 401(a).

The Municipality issues a publicly available financial report that includes financial statements and required supplementary information for the Paid Firefighters' Pension Plan. That report can be obtained by writing to Valley Forge Benefit Administrators, 400 Franklin Avenue, Suite 135, Phoenixville, Pennsylvania 19460 or by calling (215) 483-6000.

**Plan Membership**

At December 31, 2016, the Plan membership consisted of the following:

|  |           |
|--|-----------|
| Current active employees                                       | 19        |
| Retirees and beneficiaries currently receiving benefits        | 10        |
| Employees vested, entitled to benefits, but not receiving them | -         |
|  | <hr/>     |
|  | <u>29</u> |

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

Effective March 5, 2016, the Plan offers a three-year deferred retirement plan option (DROP) to all Fire Fighters who reach at least 53 and complete at least 25 years of service.

Effective March 5, 2016, a Fire Fighter may purchase up to two additional Years of Service for time served in the United States Armed Forces before becoming a Fire Fighter. The buyback amount is equal to 5% of the Fire Fighters current base salary for each year of military buyback purchase.

**Benefits Provided** - The Plan provides for normal, early, deferred vested and disability pension benefits and for death benefits. All benefits vest after 12 years of credited service. Each participant retiring at his normal retirement date (age 50 and 25 years of service) shall be entitled to receive a monthly pension as of their normal retirement date equal to, or the actuarial equivalent of, his accrued benefit in the normal form. Normal form of benefits under this Plan is 100% Joint and Survivor Annuity for married Fire Fighters and a Single Life Annuity with a 120 monthly payout guarantee for single Fire Fighters. Normal retirement age is age 50 with at least 25 years of service. Early retirement is age 45 with at least 10 years of service.

A pre-retirement death benefit, not in the line of duty, based on a 100% Joint and Survivor Annuity after ten years of service is provided by the Plan.

To be eligible for a disability benefit, participants must be permanently and totally disabled. For severe service connected disability, the benefit is equal to 100% of applicable compensation at the date of disability. For moderate service connected disability, the benefit is equal to 50% of applicable compensation at the date of disability. For non-service connected disability, the benefit is equal to 30% of applicable compensation at the date of disability provided that the participant has completed ten (10) years of service.

Benefits are funded through participant and employer contributions, the latter of which includes pension allocations under the Commonwealth of Pennsylvania Act 205 (Act 205). Each active participant contributes 5% of their applicable compensation.

**Contributions** - Pennsylvania Act 205 of 1984, the Municipal Pension Plan Funding Standard and Recovery Act, initiated actuarial funding requirements for municipal pension plans. Under Act 205 provisions, a municipal budget must provide for the full payment of minimum municipal obligation ("MMO") to each employee pension fund of the Municipality. Act 189 of 1990 amended Act 205 and redefined the calculation used to determine the MMO to employee pension funds. The MMO is now defined as the total financial requirements to the pension fund, less funding adjustments and estimated contributions. The annual required contribution for the MMO to the Pension Trust Fund in 2016, was \$705,815, which was funded entirely by the Municipality through state aid and municipal contributions. Municipal contributions were \$481,589 of the required MMO in 2016. Employee contributions in 2016, totaled \$131,535. State aid and employee participant contributions in 2016 amounted to 10.98% and 6.44%, respectively, of the \$2,041,160 annual covered payroll.

The Municipality of Norristown provides management services to the Fund at no cost. The value of these services is not readily determinable and therefore, are not charged to the Plan. Investment manager, custodial trustee and actuarial services, are charged to the Plan and funded through investment earnings.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Investment Policy** - The Plan's policy in regard to the allocation investments assets is established and any be amended by the Board of Trustees. The assets purchased within the portfolio may include money-market fund, open-end mutual funds, individual securities, U.S. Treasury and U.S. Government Agency obligations, Certificates of Deposit, and corporate bonds. All issues shall be evaluated by the portfolio's investment advisors and shall be selected on the basis of proven operating records, sound financial conditions, good marketability and reasonable valuations. Volatility of the portfolio will be judged as a whole and not as separate components. Diversifications will be used to minimize volatility. The following was the Plan's allocation policy as of December 31, 2016:

| <u>Asset Class</u>            | <u>Target Allocation</u> |
|-------------------------------|--------------------------|
| Domestic equity               | 62.5%                    |
| Fixed income/cash equivalents | <u>37.5%</u>             |
|                               | <u>100%</u>              |

Investments of the Pension Trust Fund are stated at fair value. The fair value is the quoted market price. The plan's fair value of investments as of December 31, 2016, was \$9,218,918.

**Concentrations** - The municipal pension plans maintain a diversity of assets to absorb market risk and to meet pension plan obligations. The following investments in pension plan assets represent more than 5% of the plans assets as of December 31, 2016:

|                              |                     |
|------------------------------|---------------------|
| <b>MUTUAL FUNDS</b>          |                     |
| MFS Total Return Fund-A      | \$ 3,779,786        |
| MFS Value Fund-A             | <u>815,428</u>      |
|                              | 4,595,214           |
| <b>EXCHANGE TRADED FUNDS</b> |                     |
| SPDR S+P 500 ETF Tr          | <u>648,237</u>      |
|                              | <u>\$ 5,243,451</u> |

**Rate of Return** - For the year ended December 31, 2016, the weighted average rate of return on Plan investments, net of Plan investment expenses was 8.92%. The weighted average rate of return expresses investment performance, net of investment expense. The calculation of these returns was based on the portfolio allocation at the end of the year beginning of the year to calculate an estimate annual average return.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Net Pension Liability of the Plan**

|  |                     |
|--|---------------------|
| Total pension liability  | \$ 12,661,814       |
| Plan fiduciary net position-defined benefit                                | <u>(9,379,633)</u>  |
| NET PENSION LIABILITY  | <u>\$ 3,282,181</u> |
| Plan fiduciary net position as a percentage of the total pension liability | <u>74.08%</u>       |

**Actuarial Assumptions** - The total pension liability was determined by actuarial valuation as of December 31, 2016, using the following actuarial assumption, applied to all periods included in the measurement:

|                           |  |
|---------------------------|--|
| Inflation                 | 3%   |
| Salary increases          | 5.00%, average, including inflation                                |
| Investment rate of return | 8.00%, net of pension plan investment expense, including inflation |

Mortality rates were based on the RP-2000 Mortality Tables (Blue Collar) projected to 2018 using Scale AA.

The Plan's target return is the Plan's actuarial assumption of 8.00% as of December 31, 2016. The Plan's goal is to achieve a target return over a ten year period. The target return shall be revised to equal any revised actuarial assumption. Actual Plan returns will vary from year to year. Past performance is no guarantee of future performance.

| <u>Asset Class</u>            | <u>Long-Term Expected Real Rate of Return</u> |
|-------------------------------|---|
| Domestic equity               | 8.00%   |
| Fixed income/cash equivalents | 8.00%   |

**Discount Rate** - The discount rate used to measure the total pension liability was 8.00% as of December 31, 2016. The projection of cash flows used to determine the discount rate assumed the Plan participant contributions will be made at the current contribution rates equal to the difference between actuarially determined contribution rates and the participant rate. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current Plan participants. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

***Changes in the Net Pension Liability***

|   | Total<br>Pension<br>Liability<br><u>(a)</u> | Plan<br>Fiduciary Net<br>Position<br><u>(b)</u> | Net<br>Pension<br>Liability (Asset)<br><u>(a) - (b)</u> |
|---|---|---|---|
| Balances at December 31, 2015                         | \$ 11,936,633                               | \$ 8,438,172                                    | \$ 3,498,461  |
| Changes for the year:                                 |   |   |   |
| Service cost  | 296,524                                     | -   | 296,524   |
| Interest  | 955,198                                     | -   | 955,198   |
| Differences between expected<br>and actual experience | 58,813                                      | -   | 58,813  |
| Contributions   |   |   |   |
| Employer  | -   | 705,815   | (705,815)   |
| Member  | -   | 135,832   | (135,832)   |
| Net investment income                                 | -   | 731,319   | (731,319)   |
| Benefit payments, including<br>employee refunds       | (586,354)                                   | (586,354)                                       | -   |
| Administrative expense                                | -   | (45,151)  | 45,151  |
| Net changes   | <u>724,181</u>                              | <u>941,461</u>                                  | <u>(217,280)</u>  |
| Balances at December 31, 2016                         | <u>\$ 12,660,814</u>                        | <u>\$ 9,379,633</u>                             | <u>\$ 3,281,181</u>                                     |

***Sensitivity of Net Pension Liability to Changes in the Discount Rate*** - The following presents the net pension liability of the Plan calculated using the discount rate of 8.00%, as well as what the Plan's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7.00%) or 1-percentage-point higher (9.00%) than the current rate as of December 31, 2016:

|                               | 1%<br>Decrease<br><u>(7.00%)</u> | Current<br>Discount<br>Rate (8.00%)<br><u></u> | 1%<br>Increase<br><u>(9.00%)</u> |
|-------------------------------|----------------------------------|--|----------------------------------|
| Net pension liability (asset) | \$ <u>4,703,487</u>              | \$ <u>3,282,181</u>                            | \$ <u>2,080,096</u>              |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

***Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*** - For the year ended December 31, 2016, the Municipality recognized pension expense of \$642,092 for the Paid Firefighters' Pension Plan. At December 31, 2016, the Municipality reported deferred outflows of resources and deferred inflows of resources related to the Plan from the following sources:

|  | <u>Deferred<br/>Outflows of<br/>Resources</u> | <u>Deferred<br/>Inflows of<br/>Resources</u> |
|--|---|--|
| Difference between expected and actual experience                                | \$ -  | \$ 47,850                                    |
| Changes in assumptions   | 178,226                                       | -  |
| Net difference between projected and actual earnings on pension plan investments | <u>410,071</u>                                | <u>-</u>                                     |
|  | <u>\$ 588,297</u>                             | <u>\$ 47,850</u>                             |

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in the pension expense as follows:

| <u>Year Ending<br/>December 31,</u> |            |
|-------------------------------------|------------|
| 2017                                | \$ 164,510 |
| 2018                                | 164,510    |
| 2019                                | 164,510    |
| 2020                                | 15,057     |
| 2021                                | 24,629     |
| Thereafter                          | 7,231      |

**MUNICIPALITY OF NORRISTOWN**  
 NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Non-Uniformed Pension Plan**

**Summary of Significant Accounting Policies**

**Method Used to Value Investments** - Investments are reported at fair value. The Plan's assets with PMRS are pooled for investment purposes and, therefore, do not represent specific identifiable investment securities. Disclosures for aggregate PMRS investments are included in PMRS's separately issued Comprehensive Annual Financial Report (CAFR).

**Plan Description**

**Plan Administration** - The Non-Uniformed Pension Plan is a single employer, defined benefit pension plan. The Plan participates in the Pennsylvania Municipal Retirement System (PMRS), which is an agent multiple-employer public employee retirement system. PMRS issues a separate Comprehensive Annual Financial Report (CAFR). A copy of the CAFR can be obtained by writing to the Chief, Accounting Division of Commonwealth of Pennsylvania, Pennsylvania Municipal Retirement System, P.O. Box 1165, Harrisburg, Pennsylvania 17108-1165 or by calling (800) 622-7968.

**Plan Membership** - At December 31, 2015, the Plan membership consisted of the following:

|  |    |
|--|----|
| Current active employees                                       | 44 |
| Retirees and beneficiaries currently receiving benefits        | 23 |
| Employees vested, entitled to benefits, but not receiving them | 3  |
|  | 70 |
|  | 70 |

**Benefits Provided** - The Plan was established by the Municipality to provide pension benefits for all its full-time non-uniformed employees. All benefits vest after 12 years of credited service. Each participant retiring at his normal retirement date shall be entitled to receive a monthly benefit as of his normal retirement date equal to, or the actuarial equivalent of, his accrued benefit in the normal form. To be eligible for disability benefit, participants must be permanently and totally disabled. For service-related disability, the benefit is equal to 50% of applicable compensation at the date of disability.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Contributions** - Members contribute at a rate of 4.5% of compensation. The Municipality's Contribution is determined based on actuarial valuations. Significant actuarial assumptions include (1) a rate of return on investments of present and future assets of 6% per annum, (2) projected salary increases of 4.5% per year compounded annually, and (3) members are assumed to retire within a range of years between 61 and 75.

**Investments**

**Investment Policy** - The policy of the PMRS system (the "System") in regard to investment income allocation on invested assets is established and may be amended by the PMRS board. Plan assets are managed on a total return basis with an emphasis on both capital and appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of PMRS.

| <u>Asset Class</u>                                       | <u>Target Allocation</u> |
|--|--------------------------|
| Domestic equity (large capitalized firms)                | 25.0%                    |
| Domestic equity (small capitalized firms)                | 15.0%                    |
| International equities (international developed markets) | 15.0%                    |
| International equities (emerging markets)                | 10.0%                    |
| Real estate  | 20.0%                    |
| Fixed income   | <u>15.0%</u>             |
|  | <u>100%</u>              |

**Rate of Return** For the year ended December 31, 2015, the annual money-weighted rate of return on plan investments, net of plan investment expense, was (0.27)%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

**Net Pension Liability of the Municipality**

|  |                       |
|--|-----------------------|
| Total pension liability  | \$ 6,046,900          |
| Plan fiduciary net position-defined benefit                                | <u>(8,079,123)</u>    |
| NET PENSION (ASSET) LIABILITY  | <u>\$ (2,032,223)</u> |
| Plan fiduciary net position as a percentage of the total pension liability | <u>133.61%</u>        |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Actuarial Assumptions** - The pension liability was determined by an actuarial valuation as of January 1, 2015, using the following actuarial assumptions, applied to all periods included in this measurement:

|                           |  |       |
|---------------------------|--|-------|
| Inflation                 |  | 3.00% |
| Salary increases          | Age related scale with merit and inflation component |       |
| Investment rate of return |  | 5.50% |

Pre-retirement mortality rates for was RP 2000 with 1 year set back and for females, RP 2000 with a five year set back.

The actuarial assumptions used in this report were based on PMRS Experience Study for the period covering January 1, 2009 through December 31, 2013 issued by the actuary in July 2015 as well as subsequent Board approved assumption changes.

The PMRS System's long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates of expected future real rates of return are developed for each major asset class, for the portfolio as a whole and at different levels of probability or confidence.

| <u>Asset Class</u>                                       | <u>Long-Term<br/>Expected<br/>Real Rate<br/>of Return</u> |
|--|---|
| Domestic equity (large capitalized firms)                | 8.70%   |
| Domestic equity (small capitalized firms)                | 8.40%   |
| International equities (international developed markets) | 4.60%   |
| International equities (emerging markets)                | 8.10%   |
| Real estate  | 6.70%   |
| Fixed income   | -1.00%  |

**Discount Rate** - While it is often common practice to establish an actuarial Discount Rate that is equal to the Long-Term Expected Rate of Return, PMRS is required by law (Act 15 of 1974) to establish a Discount Rate equal to the Regular Interest Rate. The PMRS Board establishes the Regular Interest Rate on the basis of expected stable and consistent earning on investments to be applied to account of the individual participating municipalities and includes the accounts of plan participants, municipalities and plan retirees each year. The Board considers the following five quantitative factors in establishing the Regular Interest Rate:

- 1) Retiree Plan liability as a percentage of the total Plan liability,
- 2) Active Plan participant liability as a percentage of the total Plan liability,
- 3) Smoothed Pension Benefit Guarantee Corporation (PBGC) annuity rates,
- 4) PMRS System Long-Term Expected Rate of Return, and
- 5) PMRS administrative expenses

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

***Changes in the Net Position (Asset) Liability***

|   | Total<br>Pension<br>Liability<br>(a) | Plan<br>Fiduciary Net<br>Position<br>(b) | Net<br>Pension<br>Liability<br>(Asset)<br>(a) - (b) |
|---|--------------------------------------|--|---|
|   | <u>          </u>                    | <u>          </u>                        | <u>          </u>                                   |
| Balances at December 31, 2014                         | \$ 5,929,605                         | \$ 8,320,716                             | \$ (2,391,111)                                      |
| Changes for the year:                                 |                                      |  |   |
| Service cost  | 204,394                              | -  | 204,394   |
| Interest  | 327,188                              | -  | 327,188   |
| Differences between expected<br>and actual experience | (7,169)                              | -  | (7,169)   |
| Changes of assumptions                                | (47,082)                             | -  | (47,082)  |
| Contributions   |                                      |  |   |
| PMRS assessment                                       | -                                    | 100                                      | (100)   |
| Member  | -                                    | 90,131                                   | (90,131)  |
| PMRS investment income                                | -                                    | 455,926                                  | (455,926)   |
| Market value investment income                        | -                                    | (407,187)                                | 407,187   |
| Benefit payments, including<br>employee refunds       | (360,036)                            | (360,036)                                | -   |
| PMRS administrative expense                           | -                                    | (1,520)                                  | 1,520   |
| Additional administrative expense                     | -                                    | (19,007)                                 | 19,007  |
| Net changes   | <u>117,295</u>                       | <u>(241,593)</u>                         | <u>358,888</u>                                      |
| Balances at December 31, 2015                         | <u>\$ 6,046,900</u>                  | <u>\$ 8,079,123</u>                      | <u>\$ (2,032,223)</u>                               |

***Sensitivity of the Net Pension Liability to Changes in the Discounted Rate*** - The following presents the net position (asset) of the Municipality, calculated using the discount rate of 5.50%, as well as what the Municipality's net pension would be if there were calculated using a discount rate that is one percentage point lower (4.50%) and one percentage point higher (6.50%) than the current rate:

|                               | 1%<br>Decrease<br>(4.50%) | Current<br>Discount<br>Rate (5.50%) | 1%<br>Increase<br>(6.50%) |
|-------------------------------|---------------------------|-------------------------------------|---------------------------|
|                               | <u>          </u>         | <u>          </u>                   | <u>          </u>         |
| Net pension liability (asset) | \$ <u>(1,226,419)</u>     | \$ <u>(2,032,223)</u>               | \$ <u>(2,698,566)</u>     |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

***Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*** – For the year ended December 31, 2016, the Municipality recognized pension revenues of \$139,882 for the Non-Uniformed Employees' Pension Plan. At December 31, 2016, the Municipality reported deferred outflows of resources and deferred inflows of resources related to the Plan from the following sources:

|  | <u>Deferred<br/>Outflows of<br/>Resources</u> | <u>Deferred<br/>Inflows of<br/>Resources</u> |
|--|---|--|
| Difference between expected and actual experience                                | \$ -  | \$ 68,570                                    |
| Changes in assumptions   | -   | 35,311                                       |
| Net difference between projected and actual earnings on pension plan investments | <u>238,831</u>                                | <u>-</u>                                     |
|  | <u>\$ 238,831</u>                             | <u>\$ 103,881</u>                            |

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in the pension expense as follows:

| <u>Year Ending<br/>December 31,</u> |           |
|-------------------------------------|-----------|
| 2016                                | \$ 59,277 |
| 2017                                | 59,277    |
| 2018                                | 62,017    |
| 2019                                | (19,420)  |
| 2020                                | (19,420)  |
| Thereafter                          | (6,781)   |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**Laborers Non-Uniformed Pension Plan**

**Plan Description**

**Plan Administration** - The Laborers Non-Uniformed Pension Plan is a participant in a multi-employer pension plan with the Laborers' District Council of the Metropolitan Area of Philadelphia and the Vicinity. The multi-employer plan is a defined benefit pension plan covering all eligible employees covered by the collective bargaining agreements. It is subject to the provision of the Employee Retirement Income Security Act of 1974 (ERISA).

The plan issues a publicly available financial report that includes financial statements and required supplementary information for the plan. The financial report may be obtained by writing to the Plan Administration Laborer's District Council Pension Plan, 500-506 North 6th Street, Philadelphia, Pennsylvania 19123 or by calling (215) 928-6166.

**Plan Membership** - At December 31, 2016, the Plan membership consisted of the following:

|  |                  |
|--|------------------|
| Current active employees                                       | 18               |
| Retirees and beneficiaries currently receiving benefits        | 19               |
| Employees vested, entitled to benefits, but not receiving them | <u>5</u>         |
|  | <u><u>42</u></u> |

**Contribution** - Active members of the Plan are not required to contribute to the plan. The Municipality is required to contribute \$2.38 per hour worked for each member.

A schedule of state aid and employer contributions for each year in the six-year period ended December 31, is as follows:

| <u>Year Ended</u><br><u>December 31,</u> | <u>State Aid</u><br><u>Deposited</u> | <u>Employer</u><br><u>Contributions</u> |
|--|--------------------------------------|---|
| 2016                                     | \$ -                                 | \$ 94,058                               |
| 2015                                     | -                                    | 84,157                                  |
| 2014                                     | -                                    | 79,206                                  |
| 2013                                     | -                                    | 84,157                                  |
| 2012                                     | -                                    | 84,281                                  |
| 2011                                     | -                                    | 91,617                                  |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE D - EMPLOYEES' RETIREMENT PLANS (Continued)**

**ICMA Retirement Pension Plan**

**Plan Description**

**Plan Administration** - The International City Manager's Association (ICMA) Retirement Pension Plan is a single employer, defined contribution plan administered by the International City Manager's Association Retirement Corporation. Plan provisions are established or amended by Municipality Council resolutions. Eligible participants include the Municipality's managers and its solicitor.

**Plan Membership** - At December 31, 2016, the Plan's membership consisted of the following:

|  |           |
|--|-----------|
| Current active employees                                       | 4         |
| Retirees and beneficiaries currently receiving benefits        | 1         |
| Employees vested, entitled to benefits, but not receiving them | <u>5</u>  |
|  | <u>10</u> |

**Benefits Provided** - Participants have, at all times, a 100% interest in their accounts. Normal retirement age is 65 years. The Plan is a money purchase plan qualified under Section 401(a) of the Internal Revenue Code.

**Contributions** - Active members are not required to contribute to the plan. The Municipality is required to contribute 6.18% of annual covered payroll. The Plan may also be eligible for an annual allocation from the General Municipal Pension System State Aid Program, which is used to reduce or eliminate the required municipal contribution.

A schedule of state aid and employer contributions for each year in the six-year period ended December 31, is as follows:

| <u>Year Ended</u><br><u>December 31,</u> | <u>State Aid</u><br><u>Deposited</u> | <u>Employer</u><br><u>Contributions</u> |
|--|--------------------------------------|---|
| 2016                                     | \$ -                                 | \$ 25,391                               |
| 2015                                     | -                                    | 21,916                                  |
| 2014                                     | -                                    | 27,082                                  |
| 2013                                     | -                                    | 24,074                                  |
| 2012                                     | -                                    | 23,975                                  |
| 2011                                     | -                                    | 21,722                                  |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE E - LONG-TERM LIABILITIES**

The following is a summary of changes in long-term liabilities for the year ended December 31, 2016:

|  | <u>Maturity<br/>Date</u> |
|--|--------------------------|
| <b>GOVERNMENTAL ACTIVITIES</b>                               |                          |
| General obligation bonds and notes                           |                          |
| 1998 Taxable Series  | 2018                     |
| 1998 Series A  | 2016                     |
| 2001 Series  | 2016                     |
| 2004 Series AAA  | 2018                     |
| 2004 Series  | 2034                     |
| 2006 Series-SL Projects                                      | 2026                     |
| 2006 Series-Capital  | 2026                     |
| Promissory Note, 2015 Series                                 | 2020                     |
| <b>TOTAL GENERAL OBLIGATION BONDS AND NOTES</b>              |                          |
| Deferred amounts   |                          |
| Issuance discount  |                          |
| <b>TOTAL DEFERRED AMOUNTS</b>                                |                          |
| <b>TOTAL BONDS PAYABLE</b>                                   |                          |
| Capital leases   |                          |
| Compensated absences   |                          |
| OPEB liability   |                          |
| Net pension liability  |                          |
| <b>TOTAL GOVERNMENTAL ACTIVITIES LONG-TERM LIABILITIES</b>   |                          |
| <b>COMPONENT UNIT - NORRISTOWN MUNICIPAL WASTE AUTHORITY</b> |                          |
| Sewer revenue bonds  |                          |
| Series 2023  | 2023                     |
| Series 2023  | 2025                     |
| Series 2009  | 2033                     |
| <b>TOTAL BONDS PAYABLE</b>                                   |                          |
| Compensated absences   |                          |
| <b>TOTAL COMPONENT UNIT LONG-TERM LIABILITIES</b>            |                          |

General obligation debts are generally liquidated by the Debt Service Fund. The \$75,750 addition to the 1998 Series A Capital Appreciation Bond represents accreted interest.

| Balance<br>January 1,<br>2016 | Additions           | Reductions            | Balance<br>December 31,<br>2016 | Due Within<br>One Year |
|-------------------------------|---------------------|-----------------------|---------------------------------|------------------------|
| \$ 1,270,000                  | \$ -                | \$ (395,000)          | \$ 875,000                      | \$ 425,000             |
| 1,389,250                     | 75,750              | (1,465,000)           | -                               | -                      |
| 145,000                       | -                   | (145,000)             | -                               | -                      |
| 3,480,000                     | -                   | (780,000)             | 2,700,000                       | 2,425,000              |
| 6,990,000                     | -                   | (215,000)             | 6,775,000                       | 225,000                |
| 2,404,255                     | -                   | (173,490)             | 2,230,765                       | 186,391                |
| 1,402,000                     | -                   | (1,000)               | 1,401,000                       | 1,000                  |
| -                             | 583,968             | (116,794)             | 467,174                         | 116,794                |
| <u>17,080,505</u>             | <u>659,718</u>      | <u>(3,291,284)</u>    | <u>14,448,939</u>               | <u>3,379,185</u>       |
| (67,291)                      | -                   | 7,753                 | (59,538)                        | (4,967)                |
| <u>(67,291)</u>               | <u>-</u>            | <u>7,753</u>          | <u>(59,538)</u>                 | <u>(4,967)</u>         |
| 17,013,214                    | 659,718             | (3,283,531)           | 14,389,401                      | 3,374,218              |
| 358,174                       | 227,939             | (181,192)             | 404,921                         | 174,553                |
| 1,638,381                     | -                   | (73,990)              | 1,564,391                       | 68,545                 |
| 1,424,319                     | 259,673             | -                     | 1,683,992                       | -                      |
| <u>17,468,580</u>             | <u>-</u>            | <u>(1,544,361)</u>    | <u>15,924,219</u>               | <u>-</u>               |
| <u>\$ 37,902,668</u>          | <u>\$ 1,147,330</u> | <u>\$ (5,083,074)</u> | <u>\$ 33,966,924</u>            | <u>\$ 3,617,316</u>    |
| \$ 8,194,537                  | \$ -                | \$ (940,166)          | \$ 7,254,371                    | \$ 975,510             |
| 4,863,406                     | -                   | (435,875)             | 4,427,531                       | 450,857                |
| <u>6,840,000</u>              | <u>-</u>            | <u>(48,300)</u>       | <u>6,791,700</u>                | <u>48,000</u>          |
| 19,897,943                    | -                   | (1,424,341)           | 18,473,602                      | 1,474,367              |
| 54,897                        | -                   | (3,963)               | 50,934                          | -                      |
| <u>\$ 19,952,840</u>          | <u>\$ -</u>         | <u>\$ (1,428,304)</u> | <u>\$ 18,524,536</u>            | <u>\$ 1,474,367</u>    |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE E - LONG-TERM LIABILITIES (Continued)**

**Long-Term Debt**

An analysis of debt service requirements to maturity on general obligation debt follows:

| <u>Year Ending<br/>December 31,</u> | <u>Principal</u>     | <u>Interest</u>     | <u>Totals</u>        |
|-------------------------------------|----------------------|---------------------|----------------------|
| 2017                                | \$ 3,379,185         | \$ 705,634          | \$ 4,084,819         |
| 2018                                | 2,675,510            | 526,873             | 3,202,383            |
| 2019                                | 568,129              | 435,144             | 1,003,273            |
| 2020                                | 591,044              | 413,278             | 1,004,322            |
| 2021                                | 497,479              | 389,998             | 887,477              |
| 2022 to 2026                        | 2,882,592            | 1,556,685           | 4,439,277            |
| 2027 to 2031                        | 2,200,000            | 881,788             | 3,081,788            |
| 2032 to 2034                        | 1,655,000            | 196,763             | 1,851,763            |
|                                     | <u>\$ 14,448,939</u> | <u>\$ 5,106,162</u> | <u>\$ 19,555,101</u> |

The following is a summary of general obligation debt outstanding:

Bonds, Taxable Series of 1998, in the amount of \$5,105,000 were issued to finance pension obligations. Interest rates range from 6.55% to 7.00%; principal payments are due annually and interest payments are due semiannually through October 15, 2018. The outstanding principal balance at December 31, 2016, amounted to \$875,000.

General Obligation Bonds, Series A of 1998, in the amount of \$4,772,699 were issued as capital appreciation bonds, which were used to fund unfunded debt and for the refunding of prior debt. Interest rates range from 4.93% to 5.38%. Interest is accreted annually to a face value (principal and compounded interest) of \$10,200,000. Principal and interest payments commenced December 15, 2010 and mature December 15, 2016. The accreted value of the bonds outstanding amounted to \$0 at December 31, 2016.

General Obligation Bonds, Series of 2001, in the amount of \$3,705,000 were used to finance capital projects and refund prior debt. Interest rates range from 3.00% to 5.00%. Principal payments are due annually and interest payments are due semiannually through May 15, 2016. The outstanding principal amounted to \$0 at December 31, 2016.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE E - LONG-TERM LIABILITIES (Continued)**

General Obligation Bonds, Series AAA of 2004, in the amount of \$4,040,000 were issued to fund capital projects. Interest rates range from 2.50% to 4.35%. Principal payments are due annually and interest payments are due semiannually through November 15, 2018. The outstanding principal balance at December 31, 2016, amounted to \$2,700,000.

General Obligation Bonds, Series 2004, in the amount of \$8,545,000 were issued to fund pension plans. Interest rates range from 3.39% to 5.83%. Principal payments are due annually and interest payments are due semiannually through November 1, 2034. The outstanding principal balance at December 31, 2016, amounted to \$6,775,000.

A General Obligation Note, Series of 2006, was issued to fund capital projects in the amount \$1,411,000 and street lights projects in the amount of \$3,570,753. Principal payments on the capital projects portion of the note are \$1,000 per year through 2017, with a final lump sum principal payment of \$1,400,000 due on June 1, 2018. Interest is paid semiannually at 4.39% through June 1, 2016 and then at 2.85% through May 31, 2023. Interest is reset for the remainder of the loan at 67% of the current Wall Street Journal Prime Rate (or its equivalent). The maximum cap on the interest rate decreased from 6.25% to 5.25%.

Principal payments on the street light projects of the note are due annually and interest payments are due semi-annually through December 1, 2026 Interest is paid semiannually at 4.39% through June 1, 2016 and then at 2.85% through May 31, 2023. Interest is reset for the remainder of the loan at 67% of the current Wall Street Journal Prime Rate (or its equivalent). The maximum cap on the interest rate decreased from 6.25% to 5.25%. Principal balances on the capital projects and street light projects portions of the note amounted to \$1,401,000 and \$2,230,765, respectively at December 31, 2016.

A Promissory Note, 2015 Series, in the amount of \$583,968 was issued to fund Motorola emergency radio equipment. There is no interest due on the Note. Principal payments are due annually through January 25, 2020. The outstanding principal balance at December 31, 2016, amounted to \$467,174.

**Component Unit - Norristown Municipal Waste Authority**

Sewer Revenue Bonds, Series of 2013, in the amount of \$22,906,875 were issued to refund previously issued Sewer Revenue Bonds, Series of 2003 and Sewer Revenue Notes, Series of 2009 as well as to provide funds for the acquisition, construction and improvement of facilities. Interest rates range from 2.87% to 3.28%. Principal payments are due annually and interest payments are due semi-annually through 2033. The outstanding principal balance at December 31, 2016, amounted to \$18,524,536.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE E - LONG-TERM LIABILITIES (Continued)**

Aggregate maturities required on long-term debt at December 31, 2016, are as follows:

| <u>Year Ending<br/>December 31,</u> | <u>Principal</u>     | <u>Interest</u>     | <u>Totals</u>        |
|-------------------------------------|----------------------|---------------------|----------------------|
| 2017                                | \$ 1,474,367         | \$ 538,449          | \$ 2,012,816         |
| 2018                                | 1,519,961            | 491,479             | 2,011,440            |
| 2019                                | 1,567,017            | 443,044             | 2,010,061            |
| 2020                                | 1,615,583            | 393,623             | 2,009,206            |
| 2021                                | 1,665,708            | 341,599             | 2,007,307            |
| 2022 to 2026                        | 5,161,151            | 1,085,445           | 6,246,596            |
| 2027 to 2031                        | 3,948,789            | 513,121             | 4,461,910            |
| 2032 to 2033                        | <u>1,521,026</u>     | <u>40,342</u>       | <u>1,561,368</u>     |
|                                     | <u>\$ 18,473,602</u> | <u>\$ 3,847,102</u> | <u>\$ 22,320,704</u> |

**Capital Lease Obligations**

The Municipality has entered into lease agreements as a lessee for financing the acquisition of certain equipment. These leases qualify as capital leases for accounting purposes and, therefore, have been recorded at the lower of asset value or present value of future minimum lease payments as of the inception date.

The assets acquired through the capital leases are as follows:

| <u>Item</u>             | <u>Amount<br/>Financed<br/>(Cost)</u> | <u>Term of<br/>Agreement</u> | <u>Annual<br/>Payment</u> | <u>Interest<br/>Rate</u> |
|-------------------------|---------------------------------------|------------------------------|---------------------------|--------------------------|
| Dump truck with plow    | \$ 75,834                             | 7 years                      | \$ 12,537                 | 4.25%                    |
| Fire truck              | 395,292                               | 7 years                      | 14,504                    | 2.72%                    |
| Bucket truck            | 116,254                               | 5 years                      | 18,037                    | 4.70%                    |
| Police utility vehicles | 82,323                                | 4 years                      | 31,087                    | 4.70%                    |
| Police utility vehicles | 106,979                               | 4 years                      | 28,924                    |                          |
| Leaf collectors         | 68,911                                | 4 years                      | 18,676                    | 4.79%                    |
| Police utility vehicles | 79,387                                | 5 years                      | 17,460                    |                          |
| Police utility vehicles | 29,948                                | 4 years                      | 8,151                     |                          |
| Multifunction printers  | <u>118,604</u>                        | 5 years                      | <u>6,948</u>              | 5.42%                    |
|                         | <u>\$ 1,073,532</u>                   |                              | <u>\$ 156,324</u>         |                          |

This equipment is included in machinery, vehicles and equipment in Note C. Accumulated depreciation at December 31, 2016, was \$648,321.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE E - LONG-TERM LIABILITIES (Continued)**

The annual payments for principal and interest due for the remainder of the lease agreement are as follows:

| <u>Year</u> | <u>Principal</u>  | <u>Interest</u>  | <u>Totals</u>     |
|-------------|-------------------|------------------|-------------------|
| 2017        | \$ 174,553        | \$ 17,795        | \$ 192,348        |
| 2018        | 122,977           | 10,072           | 133,049           |
| 2019        | 47,614            | 5,132            | 52,746            |
| 2020        | 42,050            | 2,543            | 44,593            |
| 2021        | <u>17,727</u>     | <u>362</u>       | <u>18,089</u>     |
|             | <u>\$ 404,921</u> | <u>\$ 35,904</u> | <u>\$ 440,825</u> |

**Compensated Absences**

Full-time employees earn vacation time. Carryover of vacation time after year-end is subject to contract limits. In addition, employees also accrue sick leave benefits subject to contract limits. Certain unused sick time is purchased annually from employees subject to contract limits.

GAAP requires accrual of sick and vacation pay that meets certain specific conditions. The Municipality has determined that such conditions apply to accumulated sick and vacation pay of Governmental Funds. To the extent sick pay liabilities in Governmental Funds are to be liquidated with available resources (annual sick buy back shortly after year-end), they are accounted for as fund liabilities in the Governmental Funds fund financial statements; the total obligation for both sick and vacation pay is accounted for as a liability in the government-wide financial statements.

Total compensated absence liabilities presented on the statement of net position amounted to \$1,564,391 as of December 31, 2016.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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**NOTE F - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS**

Interfund receivable and payable balances consist of the following at December 31, 2016:

| <u>Receivable Fund</u> | <u>Payable Fund</u>      | <u>Amount</u>     |
|------------------------|--------------------------|-------------------|
| General Fund           | Liquid Fuels Fund        | \$ 7              |
| General Fund           | Debt Service Fund        | 356,649           |
| General Fund           | Community Development    | 100,878           |
| Capital Projects Fund  | General Fund             | 197,215           |
| General Fund           | Other Governmental Funds | 30,646            |
| Agency Fund            | Debt Service Fund        | <u>64,897</u>     |
|                        |                          | <u>\$ 750,292</u> |

Interfund transfers for the year ended December 31, 2016, are as follows:

|                       | <u>Transfers<br/>In</u> | <u>Transfers<br/>Out</u> |
|-----------------------|-------------------------|--------------------------|
| General Fund          | \$ -                    | \$ 4,151,175             |
| Debt Service Fund     | 3,877,344               | -                        |
| Capital Projects Fund | <u>273,831</u>          | <u>-</u>                 |
|                       | <u>\$ 4,151,175</u>     | <u>\$ 4,151,175</u>      |

**NOTE G - RISK MANAGEMENT**

The Municipality maintains an insurance policy for workers' compensation insurance. Insurance premiums are developed based on employee job descriptions, rate factors and payroll costs for the year. The policy has an audit performed each year, and the Municipality may be required to pay any additional premium as a result of the audit, or the Municipality may be entitled to a refund as a result of the audit. For the year ended December 31, 2016, the Municipality paid net insurance premiums of \$474,865.

The Municipality is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; natural disaster; injuries to people on municipal property; and civil right violation claims. Management and legal representation is not aware of any claims that are material in nature and that would exceed insured limits as of December 31, 2016. Covered settled claims arising during the last four years of insurance coverage did not exceed liability coverage.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

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**NOTE H - CONTINGENCIES**

In the normal course of business, there are various claims and suits pending against the Municipality and its elected officials. Management and its counsel are of the opinion that these matters will not have a material adverse effect on the Municipality's financial position at December 31, 2016.

**NOTE I - POSTEMPLOYMENT BENEFITS OTHER THAN RETIREMENT FUND**

**Plan Description**

The Municipality sponsors a single-employer postemployment benefit plan that covers health and life insurance for eligible retirees of the Municipality's police and firefighters. These benefits were encompassed within each of the respective union contracts. All plan benefits are dictated in the contracts.

**Annual OPEB Cost and Net OPEB Obligation**

The Municipality's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed 30 years.

**Funding Policy**

The Municipality currently funds the plan on a pay-as-you-go basis. The eligible retirees currently contribute nothing towards the plan's costs. The ARC for 2016 was \$389,634.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

**NOTE I - POSTEMPLOYMENT BENEFITS OTHER THAN RETIREMENT FUND (Continued)**

The components of the Municipality's annual OPEB costs for the past three years, the amounts actually contributed to the plan and the changes in the Municipality's net OPEB obligation to the plan are as follows:

| (1)<br>Year | (2)<br>ARC | (3)<br>Interest on<br>Net OPEB<br>Obligation | (4)<br>ARC<br>Adjustment | (5)<br>OPEB<br>Cost<br>(2+3+4) | (6)<br>Contributions | (7)<br>Changes in<br>Net OPEB<br>Obligation<br>(5-6) | Net OPEB<br>Obligation<br>Balance |
|-------------|------------|--|--------------------------|--------------------------------|----------------------|--|-----------------------------------|
| 2014        | \$ 355,987 | \$ 38,913                                    | \$ (56,258)              | \$ 338,641                     | \$ 113,664           | \$ 224,977   | \$ 1,197,797                      |
| 2015        | 361,255    | 47,912                                       | (70,526)                 | 338,641                        | 112,119              | 226,522  | 1,424,319                         |
| 2016        | 389,634    | 56,973                                       | (82,369)                 | 364,238                        | 104,565              | 259,673  | 1,683,992                         |

***Annual OPEB Contributions***

| Year Ended<br>December 31, | Annual<br>OPEB<br>Cost | Percentage<br>of Annual<br>OPEB Cost<br>Contributed | Net<br>OPEB<br>Obligation |
|----------------------------|------------------------|---|---------------------------|
| 2014                       | \$ 338,641             | 34%   | \$ 1,197,797              |
| 2015                       | 338,641                | 33%   | 1,424,319                 |
| 2016                       | 364,238                | 29%   | 1,638,992                 |

***Funded Status and Funding Progress***

As of January 1, 2016, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$4,203,852 and the actuarial value of assets was \$0. The covered payroll (annual payroll of active employees covered by the plan) was \$8,567,421, and the ratio of the UAAL to the covered payroll was 55.5%.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to the continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the basic financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2016

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**NOTE I - POSTEMPLOYMENT BENEFITS OTHER THAN RETIREMENT FUND (Continued)**

**Actuarial Methods and Assumptions**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with long-term perspective of the calculations. The following is a summary of the actuarial assumptions used in the valuation:

**Investment Return** - The assumed rate used to discount obligations was the Funded Conservative Method of 4%.

**Salary Scale** - None assumed.

**Retirement Rates** - Age 60 and 25 years of service for the police (it was assumed at that age the retiring officer will enter the DROP at age 55 and stay for five years). Age 53 and 25 years of service was assumed for firefighters. Also, it was assumed that 70% of the retirees will receive the postretirement medical benefit as 30% of those retirees will be covered by another plan.

**Termination** - Sarason T-3.

**Preretirement Mortality** - RP-2000 Mortality Table (Blue Collar) with generational improvement using Scale AA.

**Postretirement Mortality** - Same as the preretirement mortality. Rates of Disablement - 1964 OASDI Disability Table was used.

**Post-Disablement Mortality** - Standard mortality rates were set forward ten years.

**Administrative Expenses** - None assumed.

**Percent Married** - 90% of all active employees were assumed to be married at the point of retirement.

**Age of Spouse** - The female spouse is assumed to be three years younger than the male spouse for future retirees.

**Medical Inflation** - 7% in the first year gradually decreasing by 0.5% per year, to an ultimate rate of 5%.

**Valuation of Obligations** - The Entry Age Normal Method was used. Valuation of Assets - Market value of assets was used.

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

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**NOTE J - LOAN GUARANTEE**

During 2011, the Municipality acted as the Unit of General Local Government for the Redevelopment Authority of Montgomery County to borrow \$5,000,000 from the U.S. Department of Housing and Urban Development ("HUD") under the Section 108 Program. The Redevelopment Authority used the funds to provide a loan to a local developer (Johnson & Markley Redevelopment, L.P.) for the redevelopment of an existing commercial building. Interest payments on the loan are due February 1, May 1, August 1 and November 1 and principal payments are due annually, commencing August 1, 2018 through August 1, 2030. Under the terms of the financing agreement, the Municipality guarantees the payment of principal and interest on the loan with its Community Development Block Grant ("CDBG") Funds should the Redevelopment Authority fail to make the required payments.

The local developer has been unable to make the loan payments due to the senior lender as well as the Redevelopment Authority of Montgomery County. In May 2013, the senior lender initiated foreclosure proceedings against the project and the local developer. As part of the financing provided in 2011, Montgomery County had agreed to subordinate all of its debt (including the HUD Section 108 Program loan funds) to the senior lender, who provided the original financing for the acquisition of the property.

Montgomery County will participate in the foreclosure process as per the requirements of the Subordination Agreement and will seek to extract any value that may be available for recovery. Given the present economic reality of the project, the Municipality does not anticipate realizing any return from these investments and believes that the funding provided to this project will likely be lost during this process.

**NOTE K - SUBSEQUENT EVENTS**

The Municipality issued a General Obligation Note Series A of 2017 on April 20, 2017 for the sum of \$8,467,000 for acquisition, construction, renovation, improvement, replacement and repair of certain capital assets included the capital improvement plan. Interest is to be paid semiannually at 2.35% through November 1, 2023.

The Municipality issued a Federally Taxable General Obligation Note Series AA of 2017 on April 20, 2017 for the sum of \$1,533,000 for Capital Improvement projects. Interest is to be paid semiannually at 2.50% through November 1, 2023.

The Municipality issued a Federally Taxable General Obligation Bond Series AAA of 2017 on April 20, 2017 for the sum of \$8,130,000 to refund General Obligation Bond Series 2004. Interest paid semiannually at a range of 1.382% to 4.227% through November 1, 2034.

## **REQUIRED SUPPLEMENTARY INFORMATION**

**MUNICIPALITY OF NORRISTOWN**  
**BUDGETARY COMPARISON SCHEDULE**  
**GENERAL FUND**  
**YEAR ENDED DECEMBER 31, 2016**

|   | Budgeted Amounts   |                    | Actual               | Variance With<br>Final Budget<br>Positive<br>(Negative) |
|---|--------------------|--------------------|----------------------|---|
|   | Original           | Final              |                      |   |
| <b>REVENUES</b>                                 |                    |                    |                      |   |
| Property taxes                                  | \$ 11,472,809      | \$ 11,472,809      | \$ 10,963,574        | \$ (509,235)  |
| Local enabling taxes                            | 9,897,476          | 9,897,476          | 11,142,295           | 1,244,819   |
| Licenses and permits                            | 1,075,646          | 1,075,646          | 1,012,326            | (63,320)  |
| Fines and forfeits                              | 1,111,652          | 1,111,652          | 1,153,907            | 42,255  |
| Intergovernmental                               | 1,602,942          | 1,602,942          | 1,618,703            | 15,761  |
| Charges for services                            | 4,354,905          | 4,354,905          | 4,548,100            | 193,195   |
| Investment earnings                             | 76,500             | 76,500             | 81,163               | 4,663   |
| Miscellaneous                                   | 76,500             | 76,500             | 66,560               | (9,940)   |
| <b>TOTAL REVENUES</b>                           | <b>29,668,430</b>  | <b>29,668,430</b>  | <b>30,586,628</b>    | <b>918,198</b>  |
| <b>EXPENDITURES</b>                             |                    |                    |                      |   |
| General government                              | 7,378,473          | 7,378,473          | 7,437,042            | (58,569)  |
| Public safety                                   | 15,078,072         | 15,078,072         | 15,137,513           | (59,441)  |
| Sanitation                                      | 2,302,131          | 2,302,131          | 2,333,677            | (31,546)  |
| Highways and streets                            | 987,132            | 987,132            | 1,200,989            | (213,857)   |
| Culture and recreation                          | 6,500              | 6,500              | 475,200              | (468,700)   |
| Community development                           | 523,047            | 523,047            | 6,400                | 516,647   |
| Payment on capital lease                        | 229,286            | 229,286            | 207,047              | 22,239  |
| Debt service                                    | -                  | -                  | 55,168               | (55,168)  |
| Capital outlays                                 | 6,500              | 6,500              | 853,264              | (846,764)   |
| <b>TOTAL EXPENDITURES</b>                       | <b>26,511,141</b>  | <b>26,511,141</b>  | <b>27,706,300</b>    | <b>(1,195,159)</b>                                      |
| <b>EXCESS REVENUES OVER<br/>EXPENDITURES</b>    | <b>3,157,289</b>   | <b>3,157,289</b>   | <b>2,880,328</b>     | <b>(276,961)</b>  |
| <b>OTHER FINANCING SOURCES (USES)</b>           |                    |                    |                      |   |
| Proceeds from capital lease                     | -                  | -                  | 227,939              | 227,939   |
| Proceeds from issuance of debt                  | -                  | -                  | 583,968              | 583,968   |
| Proceeds from sale of capital assets            | 175,000            | 175,000            | 2,994                | (172,006)   |
| Transfers in                                    | 639,696            | 639,696            | -                    | (639,696)   |
| Transfers out                                   | (3,971,987)        | (3,971,987)        | (4,151,175)          | (179,188)   |
| <b>TOTAL OTHER FINANCING<br/>SOURCES (USES)</b> | <b>(3,157,291)</b> | <b>(3,157,291)</b> | <b>(3,336,274)</b>   | <b>(178,983)</b>  |
| <b>NET CHANGE IN FUND<br/>BALANCE</b>           | <b>\$ (2)</b>      | <b>\$ (2)</b>      | <b>(455,946)</b>     | <b>\$ (455,944)</b>                                     |
| <b>FUND BALANCE AT BEGINNING OF<br/>YEAR</b>    |                    |                    | <b>10,518,419</b>    |   |
| <b>FUND BALANCE AT END<br/>OF YEAR</b>          |                    |                    | <b>\$ 10,062,473</b> |   |

See accompanying note to budgetary comparison schedule.

**MUNICIPALITY OF NORRISTOWN**  
NOTES TO THE BUDGETARY COMPARISON SCHEDULE  
YEAR ENDED DECEMBER 31, 2016

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**NOTE A - BUDGETARY POLICY**

The Municipal Council annually adopts the budget for the General Fund of the Municipality. Management may not amend the budget without the approval of the governing body. Uncommitted appropriations lapse at year-end. Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

**NOTE B - EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

For the year ended December 31, 2016, expenditures exceeded appropriations in the following General Fund department levels (the legal level of budgetary control): General Government - \$58,569, Public Safety - \$59,441, Sanitation - \$31,546, Highways and Streets - \$213,857, Culture and Recreation - \$468,700, Debt Service - \$55,168 and Capital Outlays - \$846,764.

These excess expenditures were funded by available fund balance in the General Fund.

**MUNICIPALITY OF NORRISTOWN**  
**SCHEDULE OF CHANGES IN THE NET POLICE PENSION PLAN**  
**LIABILITY AND RELATED RATIOS**  
**LAST THREE FISCAL YEARS**

|   | <u>2016</u>                 | <u>2015</u>                 | <u>2014</u>                 |
|---|-----------------------------|-----------------------------|-----------------------------|
| <b>TOTAL PENSION LIABILITY</b>  |                             |                             |                             |
| Service cost  | \$ 874,495                  | \$ 860,540                  | \$ 742,377                  |
| Interest  | 3,136,765                   | 2,946,663                   | 2,837,181                   |
| Differences between expected and actual experience                                | (1,507,870)                 | 48,139                      | 280,388                     |
| Changes of assumptions  | -                           | 831,674                     | -                           |
| Benefit payments  | <u>(2,338,562)</u>          | <u>(2,310,845)</u>          | <u>(2,447,676)</u>          |
| NET CHANGE IN TOTAL PENSION LIABILITY   | 164,828                     | 2,376,171                   | 1,412,270                   |
| Total pension liability, beginning  | <u>39,504,343</u>           | <u>37,128,172</u>           | <u>35,715,902</u>           |
| <b>TOTAL PENSION LIABILITY, ENDING (a)</b>  | <b><u>\$ 39,669,171</u></b> | <b><u>\$ 39,504,343</u></b> | <b><u>\$ 37,128,172</u></b> |
| <b>PLAN FIDUCIARY NET POSITION</b>  |                             |                             |                             |
| Contributions   |                             |                             |                             |
| Employer  | \$ 2,373,206                | \$ 2,213,742                | \$ 1,580,660                |
| Member  | 516,887                     | 479,263                     | 428,217                     |
| Net investment income   | 1,373,062                   | 64,102                      | 1,142,207                   |
| Benefit payments, including refunds of member contributions                       | (2,338,562)                 | (2,310,845)                 | (2,447,676)                 |
| Administrative expense  | <u>(72,796)</u>             | <u>(74,274)</u>             | <u>(75,771)</u>             |
| NET CHANGE IN PLAN FIDUCIARY NET POSITION   | 1,851,797                   | 371,988                     | 627,637                     |
| Plan fiduciary net position, beginning  | <u>23,143,113</u>           | <u>22,771,125</u>           | <u>22,143,488</u>           |
| <b>PLAN FIDUCIARY NET POSITION, ENDING (b)</b>                                    | <b><u>\$ 24,994,910</u></b> | <b><u>\$ 23,143,113</u></b> | <b><u>\$ 22,771,125</u></b> |
| <b>NET PENSION LIABILITY (ASSET), ENDING (a)-(b)</b>                              | <b><u>\$ 14,674,261</u></b> | <b><u>\$ 16,361,230</u></b> | <b><u>\$ 14,357,047</u></b> |
| <b>PLAN FIDUCIARY NET POSITION AS A PERCENTAGE OF THE TOTAL PENSION LIABILITY</b> | <u>63.01%</u>               | <u>58.58%</u>               | <u>61.33%</u>               |
| <b>COVERED-EMPLOYEE PAYROLL</b>   | <b><u>\$ 6,681,750</u></b>  | <b><u>\$ 6,819,667</u></b>  | <b><u>\$ 6,494,921</u></b>  |
| <b>NET PENSION LIABILITY AS A PERCENTAGE OF COVERED-EMPLOYEE PAYROLL</b>          | <u>219.62%</u>              | <u>239.91%</u>              | <u>221.05%</u>              |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available. The information is only available for 2014, 2015 and 2016.

**MUNICIPALITY OF NORRISTOWN**  
**SCHEDULE OF POLICE PENSION PLAN**  
**CONTRIBUTIONS**  
**LAST 10 FISCAL YEARS**

|  | <u>2016</u>         | <u>2015</u>         | <u>2014</u>         |
|--|---------------------|---------------------|---------------------|
| ACTUARIALLY DETERMINED CONTRIBUTION                                  | \$ 2,364,835        | \$ 2,213,742        | \$ 1,580,660        |
| CONTRIBUTIONS IN RELATION TO THE ACTUARIALLY DETERMINED CONTRIBUTION | <u>2,364,835</u>    | <u>2,213,742</u>    | <u>1,580,660</u>    |
| CONTRIBUTION (EXCESS) DEFICIENCY                                     | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>         |
| COVERED-EMPLOYEE PAYROLL   | <u>\$ 6,681,750</u> | <u>\$ 6,819,667</u> | <u>\$ 6,494,921</u> |
| CONTRIBUTION AS A PERCENTAGE OF COVERED-EMPLOYEE PAYROLL             | <u>35.39%</u>       | <u>32.46%</u>       | <u>24.34%</u>       |

**NOTES TO SCHEDULE**

Valuation date: January 1, 2016

Actuarially determined contribution rates are calculated by January 1, one year prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

|                               |   |
|-------------------------------|---|
| Actuarial cost method         | Entry age   |
| Amortization method           | Level dollar, closed                                      |
| Remaining amortization period | 9 years   |
| Asset valuation method        | Market value  |
| Inflation                     | 3%  |
| Salary increases              | 5.0% average, including inflation                         |
| Investment rate of return     | 8%, net of investment expense, including inflation        |
| Retirement age                | Age 50 with 25 years' service                             |
| COLA increases                | 3.0% for those eligible                                   |
| Mortality                     | RP 2000 Mortality Tables projected to 2018 using Scale AA |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available.

|    | <u>2013</u>      | <u>2012</u>      | <u>2011</u>      | <u>2010</u>      | <u>2009</u>      | <u>2008</u>      | <u>2007</u>      |
|----|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| \$ | 1,567,645        | \$ 1,294,190     | \$ 1,342,405     | \$ 629,124       | \$ 561,254       | \$ 341,860       | \$ 297,879       |
|    | <u>1,567,645</u> | <u>1,294,190</u> | <u>1,342,405</u> | <u>629,124</u>   | <u>561,254</u>   | <u>341,860</u>   | <u>297,879</u>   |
| \$ | <u>-</u>         |
| \$ | <u>5,698,376</u> | <u>5,954,543</u> | <u>5,822,171</u> | <u>6,047,527</u> | <u>5,215,234</u> | <u>5,288,552</u> | <u>4,663,019</u> |
|    | <u>27.51%</u>    | <u>21.73%</u>    | <u>23.06%</u>    | <u>10.40%</u>    | <u>10.76%</u>    | <u>6.46%</u>     | <u>6.39%</u>     |

**MUNICIPALITY OF NORRISTOWN**  
SCHEDULE OF POLICE PENSION PLAN  
INVESTMENT RETURNS  
LAST 10 FISCAL YEARS

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|   | <u>2016</u>  | <u>2015</u>  | <u>2014</u>  |
|---|--------------|--------------|--------------|
| ANNUAL MONEY-WEIGHTED RATE OF RETURN, NET OF INVESTMENT EXPENSE | <u>6.57%</u> | <u>0.67%</u> | <u>5.80%</u> |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available.

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| <u>2013</u>   | <u>2012</u>   | <u>2011</u>  | <u>2010</u>   | <u>2009</u>   | <u>2008</u>     | <u>2007</u>  |
|---------------|---------------|--------------|---------------|---------------|-----------------|--------------|
| <u>16.86%</u> | <u>13.54%</u> | <u>0.97%</u> | <u>13.18%</u> | <u>23.10%</u> | <u>(33.35)%</u> | <u>6.38%</u> |

# MUNICIPALITY OF NORRISTOWN

## SCHEDULE OF CHANGES IN THE NET PAID FIREFIGHTERS' PENSION PLAN LIABILITY AND RELATED RATIOS LAST THREE FISCAL YEARS

|  | 2016                 | 2015                 | 2014                 |
|--|----------------------|----------------------|----------------------|
| TOTAL PENSION LIABILITY  |                      |                      |                      |
| Service cost   | \$ 296,524           | \$ 285,130           | \$ 262,056           |
| Interest   | 955,198              | 897,037              | 861,549              |
| Differences between expected and actual experience                         | 59,813               | (134,791)            | (129,405)            |
| Changes of assumptions   | -                    | 245,002              | -                    |
| Benefit payments   | (586,354)            | (567,145)            | (492,695)            |
| NET CHANGE IN TOTAL PENSION LIABILITY                                      | 725,181              | 725,233              | 501,505              |
| Total pension liability, beginning   | 11,936,633           | 11,211,400           | 10,709,895           |
| TOTAL PENSION LIABILITY, ENDING (a)  | <u>\$ 12,661,814</u> | <u>\$ 11,936,633</u> | <u>\$ 11,211,400</u> |
| PLAN FIDUCIARY NET POSITION  |                      |                      |                      |
| Contributions  |                      |                      |                      |
| Employer   | \$ 710,112           | \$ 709,534           | \$ 447,259           |
| Member   | 131,535              | 97,563               | 97,858               |
| Net investment income  | 731,319              | (74,097)             | 569,939              |
| Benefit payments, including refunds of member contributions                | (586,354)            | (567,145)            | (492,695)            |
| Administrative expense   | (45,151)             | (44,605)             | (44,883)             |
| NET CHANGE IN PLAN FIDUCIARY NET POSITION                                  | 941,461              | 121,250              | 577,478              |
| Plan fiduciary net position, beginning                                     | 8,438,172            | 8,316,922            | 7,739,444            |
| PLAN FIDUCIARY NET POSITION, ENDING (b)                                    | <u>\$ 9,379,633</u>  | <u>\$ 8,438,172</u>  | <u>\$ 8,316,922</u>  |
| NET PENSION LIABILITY (ASSET), ENDING (a)-(b)                              | <u>\$ 3,282,181</u>  | <u>\$ 3,498,461</u>  | <u>\$ 2,894,478</u>  |
| PLAN FIDUCIARY NET POSITION AS A PERCENTAGE OF THE TOTAL PENSION LIABILITY | <u>74.08%</u>        | <u>70.69%</u>        | <u>74.18%</u>        |
| COVERED-EMPLOYEE PAYROLL   | <u>\$ 2,041,160</u>  | <u>\$ 1,915,886</u>  | <u>\$ 1,824,654</u>  |
| NET PENSION LIABILITY AS A PERCENTAGE OF COVERED-EMPLOYEE PAYROLL          | <u>160.80%</u>       | <u>182.60%</u>       | <u>158.63%</u>       |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available. The information is only available for only 2014, 2015 and 2016.

**MUNICIPALITY OF NORRISTOWN**  
**SCHEDULE OF PAID FIREFIGHTERS' PENSION PLAN**  
**CONTRIBUTIONS**  
**LAST 10 FISCAL YEARS**

|  | <u>2016</u>         | <u>2015</u>         | <u>2014</u>         |
|--|---------------------|---------------------|---------------------|
| ACTUARIALLY DETERMINED CONTRIBUTION                                  | \$ 705,815          | \$ 709,534          | \$ 447,259          |
| CONTRIBUTIONS IN RELATION TO THE ACTUARIALLY DETERMINED CONTRIBUTION | <u>705,815</u>      | <u>709,534</u>      | <u>447,259</u>      |
| CONTRIBUTION (EXCESS) DEFICIENCY                                     | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>         |
| COVERED-EMPLOYEE PAYROLL   | <u>\$ 2,041,160</u> | <u>\$ 1,915,886</u> | <u>\$ 1,824,654</u> |
| CONTRIBUTION AS A PERCENTAGE OF COVERED-EMPLOYEE PAYROLL             | <u>34.58%</u>       | <u>37.03%</u>       | <u>24.51%</u>       |

**NOTES TO SCHEDULE**

Valuation date: January 1, 2016

Actuarially determined contribution rates are calculated by January 1, one year prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

|                               |   |
|-------------------------------|---|
| Actuarial cost method         | Entry age   |
| Amortization method           | Level dollar, closed                                      |
| Remaining amortization period | 8 years   |
| Asset valuation method        | Smoothed market value - 5 years                           |
| Inflation                     | 3%  |
| Salary increases              | 5.0% average, including inflation                         |
| Investment rate of return     | 8%, net of investment expense, including inflation        |
| Retirement age                | Age 53 with 25 years' service                             |
| COLA increases                | 3.0% for those eligible                                   |
| Mortality                     | RP 2000 Mortality Tables projected to 2018 using Scale AA |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available.

|    | <u>2013</u>      | <u>2012</u>      | <u>2011</u>      | <u>2010</u>      | <u>2009</u>      | <u>2008</u>      | <u>2007</u>      |
|----|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| \$ | 464,961          | \$ 357,542       | \$ 367,556       | \$ 267,008       | \$ 242,045       | \$ 191,161       | \$ 192,259       |
|    | <u>464,961</u>   | <u>357,542</u>   | <u>367,556</u>   | <u>267,008</u>   | <u>242,045</u>   | <u>191,161</u>   | <u>192,259</u>   |
| \$ | <u>-</u>         |
| \$ | <u>1,776,293</u> | <u>1,677,733</u> | <u>1,630,379</u> | <u>1,528,219</u> | <u>1,354,125</u> | <u>1,273,517</u> | <u>1,281,599</u> |
|    | <u>26.18%</u>    | <u>21.31%</u>    | <u>22.54%</u>    | <u>17.47%</u>    | <u>17.87%</u>    | <u>15.01%</u>    | <u>15.00%</u>    |

**MUNICIPALITY OF NORRISTOWN**  
**SCHEDULE OF PAID FIREFIGHTERS' PENSION PLAN**  
**INVESTMENT RETURNS**  
**LAST 10 FISCAL YEARS**

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|   | <u>2016</u> | <u>2015</u>    | <u>2014</u>  |
|---|-------------|----------------|--------------|
| ANNUAL MONEY-WEIGHTED RATE OF RETURN, NET OF INVESTMENT EXPENSE | <u>8.92</u> | <u>(0.84)%</u> | <u>7.68%</u> |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available.

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| <u>2013</u>   | <u>2012</u>   | <u>2011</u>  | <u>2010</u>   | <u>2009</u>   | <u>2008</u>     | <u>2007</u>  |
|---------------|---------------|--------------|---------------|---------------|-----------------|--------------|
| <u>19.19%</u> | <u>16.67%</u> | <u>1.43%</u> | <u>10.63%</u> | <u>17.97%</u> | <u>(21.79)%</u> | <u>4.77%</u> |

# MUNICIPALITY OF NORRISTOWN

## SCHEDULE OF CHANGES IN THE NET NON-UNIFORM EMPLOYEES' PENSION PLAN LIABILITY AND RELATED RATIOS LAST TWO FISCAL YEARS

|   | <u>2015</u>           | <u>2014</u>           |
|---|-----------------------|-----------------------|
| TOTAL PENSION LIABILITY   |                       |                       |
| Service cost  | \$ 204,394            | \$ 229,958            |
| Interest  | 327,188               | 323,005               |
| Changes for experience  | (7,169)               | (101,109)             |
| Changes of assumptions  | (47,082)              | -                     |
| Benefit payments  | <u>(360,036)</u>      | <u>(326,484)</u>      |
| NET CHANGE IN TOTAL PENSION LIABILITY   | 117,295               | 125,370               |
| Total pension liability, beginning  | <u>5,929,605</u>      | <u>5,804,235</u>      |
| TOTAL PENSION LIABILITY, ENDING (a)   | <u>\$ 6,046,900</u>   | <u>\$ 5,929,605</u>   |
| PLAN FIDUCIARY NET POSITION   |                       |                       |
| Contributions, PMRS ssesment  | \$ 100                | \$ 3,083              |
| Contributions, participants   | 90,131                | 97,864                |
| Net investment income   | 48,739                | 457,397               |
| Benefit payments, including refunds of member contributions                   | (360,036)             | (326,484)             |
| Administrative expenses   | <u>(20,527)</u>       | <u>(18,536)</u>       |
| NET CHANGE IN PLAN FIDUCIARY NET POSITION                                     | (241,593)             | 213,324               |
| Plan fiduciary net position, beginning  | <u>8,320,716</u>      | <u>8,107,392</u>      |
| PLAN FIDUCIARY NET POSITION, ENDING (b)                                       | <u>\$ 8,079,123</u>   | <u>\$ 8,320,716</u>   |
| NET PENSION (ASSET) LIABILITY, ENDING (a)-(b)                                 | <u>\$ (2,032,223)</u> | <u>\$ (2,391,111)</u> |
| PLAN FIDUCIARY NET POSITION AS A PERCENTAGE OF THE<br>TOTAL PENSION LIABILITY | <u>133.61%</u>        | <u>140.32%</u>        |
| COVERED-EMPLOYEE PAYROLL  | <u>\$ 1,987,299</u>   | <u>\$ 2,245,112</u>   |
| NET PENSION (ASSET) LIABILITY AS A PERCENTAGE OF<br>COVERED-EMPLOYEE PAYROLL  | <u>-102.26%</u>       | <u>-106.50%</u>       |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available. The information is only available for only 2015 and 2014.

**MUNICIPALITY OF NORRISTOWN**  
**SCHEDULE OF NON-UNIFORM EMPLOYEES' PENSION PLAN**  
**CONTRIBUTIONS**  
**LAST TWO FISCAL YEARS**

|  | <u>2015</u>         | <u>2014</u>         |
|--|---------------------|---------------------|
| ACTUARIALLY DETERMINED CONTRIBUTION                                  | \$ -                | \$ -                |
| CONTRIBUTIONS IN RELATION TO THE ACTUARIALLY DETERMINED CONTRIBUTION | <u>100</u>          | <u>3,083</u>        |
| CONTRIBUTION EXCESS  | <u>\$ (100)</u>     | <u>\$ (3,083)</u>   |
| COVERED-EMPLOYEE PAYROLL   | <u>\$ 1,987,299</u> | <u>\$ 2,245,112</u> |
| CONTRIBUTION AS A PERCENTAGE OF COVERED-EMPLOYEE PAYROLL             | <u>0.01%</u>        | <u>0.14%</u>        |

**NOTES TO SCHEDULE**

Valuation date January 1, 2013

Actuarially determined contribution rates are calculated by January 1, two to four years prior to the end of the fiscal year in which the contributions are reported.

Methods and assumptions used to determine contribution rates:

|                               |  |
|-------------------------------|--|
| Actuarial cost method         | Entry age normal                                     |
| Amortization method           | Level dollar, closed                                 |
| Remaining amortization period | N/A  |
| Asset valuation method        | Based upon municipal reserves                        |
| Inflation                     | 3.00%  |
| Salary increases              | Age related scale with merit and inflation component |
| Investment rate of return     | 7.5%   |
| Retirement age                | Normal retirement age                                |
| Mortality                     | RP-2000 Mortality Table                              |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available. The information is only available for 2015 and 2014.

**MUNICIPALITY OF NORRISTOWN**  
SCHEDULE OF NON-UNIFORMED EMPLOYEES' PENSION PLAN  
INVESTMENT RETURNS  
LAST TWO FISCAL YEARS

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|   | <u>2015</u>   | <u>2014</u>  |
|---|---------------|--------------|
| ANNUAL MONEY-WEIGHTED RATE OF RETURN, NET OF INVESTMENT EXPENSE | <u>-0.27%</u> | <u>5.20%</u> |

Note: GASB Statement No. 67 requires this information to be presented for the last ten fiscal years, or shorter period for which the information is available. The information is only available for 2015 and 2014.

**MUNICIPALITY OF NORRISTOWN**  
**POSTEMPLOYMENT BENEFITS OTHER THAN**  
**PENSION FUNDING PROGRESS**  
**YEAR ENDED DECEMBER 31, 2016**

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**SCHEDULE OF FUNDING PROGRESS**

| Actuarial<br>Valuation<br>Date<br><u>January 1,</u> | (a)<br>Actuarial<br>Value of<br>Assets | (b)<br>Actuarial<br>Accrued<br>Liability<br>(AAL)<br>Projected<br>Unit Credit | (c)<br>Unfunded<br>AAL (UAAL)<br><u>(b)-(a)</u> | (d)<br>Funded<br>Ratio<br><u>(a)/(b)</u> | (e)<br>Covered<br>Payroll | (f)<br>UAAL as a<br>Percentage<br>of Covered<br>Payroll<br><u>(c)/(e)</u> |
|---|--|---|---|--|---------------------------|---|
| 2012  | \$ -                                   | \$ 4,149,289  | \$ 4,149,289                                    | 0.0%                                     | \$ 7,580,318              | 54.7%   |
| 2014  | -                                      | 4,255,788   | 4,255,788                                       | 0.0%                                     | 7,669,759                 | 55.5%   |
| 2016  | -                                      | 4,203,852   | 4,203,852                                       | 0.0%                                     | 8,567,421                 | 49.1%   |

***Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards***

To the Honorable Municipal Council  
Municipality of Norristown  
Norristown, Pennsylvania

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Municipality of Norristown as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Municipality of Norristown's basic financial statements, and have issued our report thereon dated August 28, 2017. Our report includes reference to other auditors who audited the financial statements of the Norristown Municipal Waste Authority and the Police and Firefighters' Pension Plans, as described in our report on the Municipality of Norristown's financial statements. The financial statements of these component units were not audited in accordance with Government Auditing Standards.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the Municipality of Norristown's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Municipality of Norristown's internal control. Accordingly, we do not express an opinion on the effectiveness of the Municipality of Norristown's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

To the Honorable Municipal Council  
Municipality of Norristown  
Norristown, Pennsylvania

***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Municipality of Norristown's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Maillie LLP". The signature is written in a cursive, flowing style.

Oaks, Pennsylvania  
August 28, 2017

***Independent Auditors' Report on Compliance for Each Major Federal Program and  
Report on Internal Control Over Compliance in Accordance With OMB Uniform Guidance***

To the Honorable Municipal Council  
Municipality of Norristown  
Norristown, Pennsylvania

***Report on Compliance for Each Major Federal Program***

We have audited the Municipality of Norristown's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on each of the Municipality of Norristown's major federal programs for the year ended December 31, 2016. The Municipality of Norristown's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to its federal programs.

***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for each of the Municipality of Norristown's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and OMB Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Municipality of Norristown's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Municipality of Norristown's compliance.

To the Honorable Municipal Council  
Municipality of Norristown  
Norristown, Pennsylvania

### ***Opinion on Each of the Major Federal Programs***

In our opinion, the Municipality of Norristown complied, in all material respects, with the type of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs for the year ended December 31, 2016.

### ***Report on Internal Control Over Compliance***

Management of the Municipality of Norristown is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Municipality of Norristown's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Municipality of Norristown's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that were not identified.

### ***Purpose of this Report***

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Oaks, Pennsylvania  
August 28, 2017

**SUPPLEMENTARY INFORMATION - MAJOR FEDERAL  
AWARD PROGRAMS AUDIT**

**MUNICIPALITY OF NORRISTOWN**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**YEAR ENDED DECEMBER 31, 2016**

| Federal Grantor/Pass-Through Grant Program Title              | Federal<br>CFDA<br>Number | Pass-Through<br>Entity<br>Identifying Number |
|---|---------------------------|--|
| <b>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)</b> |                           |  |
| <b>Direct programs</b>  |                           |  |
| Community Development Block Grant Entitlement                 |                           |  |
| B-15-MC-42-0023   | 14.218                    | N/A  |
| B-15-MC-42-0023   | 14.218                    | N/A  |
| B-14-MC-42-0023   | 14.218                    | N/A  |
| TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT/<br>ENTITLEMENT (HUD) |                           |  |
| <b>U.S. DEPARTMENT OF JUSTICE (DOJ)</b>                       |                           |  |
| <b>Direct programs</b>  |                           |  |
| Justice Assistance Grant Program                              |                           |  |
| 2013-DJ-BX-1032   | 16.738                    | N/A  |
| 2014-DJ-BX-1003   | 16.738                    | N/A  |
| 2015-DJ-BX-0884   | 16.738                    | N/A  |
| 2016-DJ-BX-0983   | 16.738                    | N/A  |
| TOTAL JUSTICE ASSISTANCE GRANT PROGRAMS                       |                           |  |
| <b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>                   |                           |  |
| Brownfields Assessment Grants                                 |                           |  |
| Hazardous Sites BF96317801                                    | 66.818                    |  |
| Petroleum Sites BF96317701                                    |                           |  |
| Petroleum/Hazardous Substances BF96339701                     | 66.818                    |  |
| TOTAL U.S. ENVIRONMENTAL PROTECTION AGENCY<br>GRANTS          |                           |  |
| TOTAL EXPENDITURES OF FEDERAL AWARDS                          |                           |  |

\*Tested as major

*See accompanying notes to the schedule of expenditures of federal awards.*

| <u>Award Period</u>                   | <u>Program Amount</u> | <u>Expenditures</u>        | <u>Passed Through to Subrecipients</u> |
|---------------------------------------|-----------------------|----------------------------|--|
| March 1, 2016 to February 28, 2016    | \$ 777,527            | \$ -                       | \$ -                                   |
| March 1, 2015 to February 29, 2016    | 812,640               | 496,022                    | -                                      |
| March 1, 2014 to February 28, 2015    | 806,614               | <u>385,923</u>             | <u>-</u>                               |
|                                       |                       | <u>881,945 *</u>           | <u>-</u>                               |
| October 1, 2012 to September 30, 2016 | 54,137                | 6,022                      | -                                      |
| October 1, 2013 to September 30, 2017 | 55,414                | 10,221                     | -                                      |
| October 1, 2014 to September 30, 2018 | 46,037                | 26,531                     | -                                      |
| October 1, 2015 to September 30, 2019 | 49,294                | -                          | -                                      |
|                                       |                       | <u>42,774</u>              | <u>-</u>                               |
| October 1, 2012 to November 30, 2015  | 200,000               | 14,657                     | -                                      |
| October 1, 2012 to November 30, 2015  | 200,000               | 13,238                     | -                                      |
| October 1, 2015 to September 30, 2018 | 400,000               | <u>260,352</u>             | <u>-</u>                               |
|                                       |                       | <u>288,247</u> \$          | <u><u>-</u></u>                        |
|                                       |                       | \$ <u><u>1,212,966</u></u> |  |

**MUNICIPALITY OF NORRISTOWN**  
**NOTES TO THE SCHEDULE OF EXPENDITURES**  
**OF FEDERAL AWARDS**  
**YEAR ENDED DECEMBER 31, 2016**

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**NOTE A - REPORTING ENTITY**

The Municipality of Norristown is the reporting entity for financial reporting purposes as defined in Note A to the Municipality of Norristown’s financial statements.

**NOTE B - BASIS OF PRESENTATION**

The accompanying schedules of expenditure of federal awards (the “Schedule”) includes the federal award activity of the Municipality of Norristown under programs of the federal government for the year ended December 31, 2016. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the schedule presents only a selected portion of the Municipality of Norristown, it is not intended to and does not present the financial position, changes in net position or cash flows of the Municipality of Norristown.

**NOTE C - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following, as applicable, either the cost principles in OMB A-87 or the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. The Municipality of Norristown has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

**NOTE D - RISK-BASED AUDIT APPROACH**

The 2016 threshold for determining Type A and Type B Programs is \$750,000. The following high risk Type A program was audited as major:

| <u>CFDA #</u> | <u>Program</u>                    |
|---------------|-----------------------------------|
| 14.218        | Community Development Block Grant |

The amount expended under programs treated as major federal programs for the year ended December 31, 2016, totaled \$881,945 or 73% of total federal awards.

**MUNICIPALITY OF NORRISTOWN**  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED DECEMBER 31, 2016

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**A. SUMMARY OF AUDITORS' RESULTS**

**Financial Statements**

Type of auditors' report issued: **Unmodified**

Internal control over financial reporting:

Material weaknesses identified: **No**

Significant deficiencies identified that are not considered to be material weaknesses: **No**

Noncompliance material to financial statements noted: **No**

**Federal Awards**

Internal control over major programs:

Material weaknesses identified: **No**

Significant deficiencies identified that are not considered to be material weaknesses: **No**

Type of auditors' report issued on compliance for major programs: **Unmodified**

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of the Circular: **No**

Identification of major programs:

| <u>Federal Programs or Cluster</u> | <u>CFDA #</u> |
|------------------------------------|---------------|
| Community Development Block Grant  | 14.218        |

The threshold used for distinguishing Types A and B programs, was \$750,000.

Auditee qualified as a low-risk auditee: **No**

**B. FINDINGS - FINANCIAL STATEMENT AUDIT**

None.

**C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT**

None.