

Resolution No. 2021-04

**New Britain Township
Bucks County, Pennsylvania**

**Resolution of the Board of Supervisors
Establishing Fund Balance Policies as Required by GASB 54**

At a Regular Meeting of the New Britain Township Board of Supervisors held on January 4, 2021, the Board adopts the following resolution:

WHEREAS, New Britain Township wishes to comply with GASB 54 as required beginning with the current December 31, 2020 – December 31, 2021 calendar year;

NOW, THEREFORE, BE IT RESOLVED, that New Britain Township hereby adopts the following policy:

FUND BALANCE POLICY

A. Fund Balance Policy

The Township hereby establishes and will maintain reservations of Fund Balance, as defined herein, in accordance with Governmental Accounting and Financial Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This Policy shall only apply to the Township's governmental funds. Fund Balance shall be composed of non-spendable, restricted, committed, assigned and unassigned amounts.

B. Definitions

Non-spendable Fund Balances are those amounts that cannot be spent because they are not in spendable form or they are legally or contractually required to be kept intact. Examples of "not in spendable form" include inventory and prepaid assets.

Restricted Fund Balances are amounts restricted for a specific purpose by external parties, constitutional provisions or enabling legislation.

Committed Fund Balances are amounts that are set aside for a specific purpose by the township's highest level of decision-making authority. Formal action must be taken prior to the end of the calendar year. The same formal action must be taken to remove or change the limitations placed on the funds.

Assigned Fund Balances are those amounts that are constrained by the Township's intent to be used for specific purposes, but are neither restricted nor committed.

Unassigned Fund Balance is the residual classification for the Township's general fund and includes all spendable amounts not contained in the other classifications. In other funds, the unassigned classification should be used only to report a deficit balance from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

Classification of Fund Balances

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first.

When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications can be used, committed amounts should be reduced first, followed by assigned amounts and then unassigned amounts.

C. Authority to Commit Funds

The Township's Board of Supervisors has the authority to set aside funds for a specific purpose. Any funds set aside as Committed Fund Balance requires the passage of a resolution by the Board of Supervisors. The passage of a resolution must take place prior to December 31st of the applicable calendar year. If the actual amount of the commitment is not available by December 31st, the resolution must state the process or formula necessary to calculate the actual amount as soon as information is available.

D. Authority to Assign Funds

Authority is given to the Township's Manager to assign funds for specific purposes. Any funds set aside as Assigned Fund Balance must be reported to the Township's Board of Supervisors at their next regular meeting. The Township's Board of Supervisors has the authority to remove or change the assignment of funds with a majority vote.

E. Minimum Level of Unassigned Fund Balance


The Township does not currently have a formal minimum fund balance policy.

F. Annual Review and Determination of Fund Balance Reserve Amounts

Compliance with the provisions of this policy shall be reviewed, presented and discussed as part of the year-end financial reporting process of the Township, and the amounts of non-spendable, restricted, committed, assigned, and unassigned fund balances shall be reported.

The above Resolution is adopted this 4th day of January, 2021.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



William B. Jones, III




Helen B. Haun




Gregory T. Hood



Cynthia M. Jones



MaryBeth McCabe, Esq.

Attest: 

Eileen M. Bradley, Secretary/Manager

NEW BRITAIN TOWNSHIP ACCOUNT BALANCES
December 31, 2020 through December 31, 2021

FUND #	FUND DESCRIPTION	CLASSIFICATION	DESCRIPTION
#01	GENERAL FUND:		
01-100-000	Checking & Savings Accounts	UNASSIGNED	All revenue sources to be used for General Purposes with the exception of those accounts listed herein
01-105-000	Payroll Checking	UNASSIGNED	
01-106-000	Money Market	UNASSIGNED	
01-102-000	Treasury Checking	UNASSIGNED	
01-107-000	PLGIT/Procurement Card	UNASSIGNED	
01-107-001	General Fund PLGIT	UNASSIGNED	
01-110-000	Petty Cash	UNASSIGNED	
	01-310-220 LST Taxes	ASSIGNED	25% PW; 25% PD; 25% Fire Acct.; 25% EMS Acct.
	01-354-000 Recycling Grant	ASSIGNED	Recycling costs
	01-355-120 State Pension Aid	RESTRICTED	Pass-through that must be applied to Pension Funds
	01-355-121 AG-64 Reimbursement (Ad Hoc)	RESTRICTED	
	01-355-130 Foreign Fire Insurance State Aid	UNASSIGNED	Pass-through that must be paid to Fire Relief Companies
	01-362-462 PA UCC Fees per Permit	ASSIGNED	Pass-through to DCED at \$5.00 per permit issued
#02	STREET LIGHT FUND:		
02-106-000	Street Light Fund Account	COMMITTED	Installation and maintenance of District Street Lights only
02-383-000	Street Light Assessments	COMMITTED	Installation and maintenance of District Street Lights only
#03	FIRE & AMBULANCE PROTECTION TAX FUND:		
03-106-000	Fire Tax Account	COMMITTED	
	03-301-100 Fire Real Estate Taxes-Current Year	COMMITTED	
	03-301-200 Fire Real Estate Taxes-Prior Years	COMMITTED	
	03-301-400 Fire Real Estate Taxes-Delinquent	COMMITTED	
	03-301-600 Fire Real Estate Taxes-Interim	COMMITTED	
	03-310-220 LST Taxes/Fire Fund	COMMITTED	
	03-341-000 Fire Interest Earnings	ASSIGNED	
03-106-100	Ambulance Tax Account	COMMITTED	
	03-301-101 Ambulance Real Estate Taxes-Current Year	COMMITTED	
	03-301-201 Ambulance Real Estate Taxes-Prior Years	COMMITTED	
	03-301-401 Ambulance Real Estate Taxes-Delinquent	COMMITTED	
	03-301-601 Ambulance Real Estate Taxes-Interim	COMMITTED	
	03-310-221 LST Taxes/Ambulance Fund	COMMITTED	
	03-341-001 Ambulance Interest Earnings	ASSIGNED	

#04 LAND PRESERVATION FUND:

04-106-000	Land Preservation R.E. Tax Account	COMMITTED
04-106-001	Land Preservation OPN/EIT Account	COMMITTED
04-107-000	Land Preservation PLGIT	COMMITTED
04-107-001	OPN/EIT PLGIT	COMMITTED
04-301-100	Real Estate Taxes-Current Year	COMMITTED
04-301-200	Real Estate Taxes-Prior Year	COMMITTED
04-301-400	Real Estate Taxes-Delinquent	COMMITTED
04-301-600	Real Estate Taxes-Interim	COMMITTED
04-310-210	Earned Income Taxes	COMMITTED
04-341-000	Interest Earnings	ASSIGNED

#07 PARK & RECREATION FUND:

07-100-000	Park & Recreation Account	COMMITTED
07-106-000	Park & Recreation Money Market Account	COMMITTED
07-102-501	Park & Recreation Land Acct.	COMMITTED
07-301-100	Real Estate Taxes-Current Year	COMMITTED
07-301-200	Real Estate Taxes-Prior Year	COMMITTED
07-301-400	Real Estate Taxes-Delinquent	COMMITTED
07-301-600	Real Estate Taxes-Interim	COMMITTED
07-341-000	Interest Earnings	ASSIGNED
07-341-001	Interest Earnings P&R Misc. Accts.	ASSIGNED
07-341-401	Over Counter Sales	ASSIGNED
07-341-410	Event Revenue	ASSIGNED
07-342-200	Building/Property Rental (WB Cell Tower)	ASSIGNED
07-354-000	Grants-DCNR West Branch	RESTRICTED
07-367-400	Misc. Receipts and Grants	ASSIGNED
07-387-000	Developer Contributions-Operations	ASSIGNED
07-387-017	Developer Contributions-Capital	ASSIGNED
07-392-410	User Fees/Field Usage Fees	ASSIGNED
07-102-500	P/R Lexington Park Tot Lot	ASSIGNED
07-106-100	Veteran's Memorial Account	COMMITTED
07-387-018	Veteran's Memorial	COMMITTED

#15 GENERAL RESERVE FUND

15-106-300	General Fund Reserve Account	UNASSIGNED
15-102-800	Accrued Leave Account	UNASSIGNED
15-106-900	EMST Reserve	UNASSIGNED
15-107-000	General Reserve PLGIT	UNASSIGNED
15-341-000	Interest Earnings	

#18 CAPITAL IMPROVEMENT & EQUIPMENT FUND:

18-106-000	Cap. Improve. & Equip Acct.	COMMITTED
18-301-100	Real Estate Taxes-Current Year	COMMITTED
18-301-200	Real Estate Taxes-Prior Year	COMMITTED
18-301-400	Real Estate Taxes-Delinquent	COMMITTED
18-301-600	Real Estate Taxes-Interim	COMMITTED
18-341-000	Interest Earnings	ASSIGNED
18-387-000	Developer Contributions	COMMITTED
18-387-013	Traffic Fees	COMMITTED
18-102-901	Sewage Maintenance Fee Acct.	ASSIGNED
18-362-463	Sewage Maintenance Fees	ASSIGNED
18-102-902	Stormwater Maintenance Fee Acct.	ASSIGNED
18-362-461	Stormwater Maintenance Fees	ASSIGNED
18-362-121	Loan - Bridge and Culvert Replacement	ASSIGNED

#20 PUBLIC WORKS & MUNICIPAL BUILDING FUND:

20-106-000	Money Market Account	RESTRICTED	Debt service funds
20-106-001	2005 DVRF Loan Account/PW Bldg.	RESTRICTED	
20-301-100	Real Estate Taxes-Current Year-PW	RESTRICTED	
20-301-102	Real Estate Taxes-Current Year-Other	RESTRICTED	
20-301-200	Real Estate Taxes-Prior Year-PW	RESTRICTED	
20-301-202	Real Estate Taxes-Prior Year-Other	RESTRICTED	
20-301-400	Real Estate Taxes-Delinquent-PW	RESTRICTED	
20-301-402	Real Estate Taxes-Delinquent-Other	RESTRICTED	
20-301-600	Real Estate Taxes-Interim-PW	RESTRICTED	
20-301-601	Real Estate Taxes-Interim-Other	RESTRICTED	
20-341-102	Interest Earnings-PW	RESTRICTED	
20-341-000	Interest Earnings-Other	RESTRICTED	

#30 ROAD MACHINE CAPITAL RESERVE FUND:

30-106-000	Money Market Account	COMMITTED
30-301-100	Real Estate Taxes-Current Year	COMMITTED
30-301-200	Real Estate Taxes-Prior Year	COMMITTED
30-301-400	Real Estate Taxes-Delinquent	COMMITTED
30-301-600	Real Estate Taxes-Interim	COMMITTED
30-341-000	Interest Earnings	ASSIGNED

#35 STATE HIGHWAY AID FUND:

35-100-000	Liquid Fuels Account	RESTRICTED	Specifically for road repair and maintenance
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#90 ESCROW FUND:

90-106-000	Escrow Account	ASSIGNED	
90-106-400	NBBP/Road/Traffic	ASSIGNED	Due to General Fund
90-106-950	Highpoint Traffic Signal	ASSIGNED	Due to General Fund
90-106-991	CVS Financial Security	ASSIGNED	Due to General Fund
90-106-992	NBBP Lot 16B	ASSIGNED	Due to General Fund
90-106-993	CLR/NBB Improvements	ASSIGNED	Due to General Fund
90-106-994	Rt. 202 Capital Improvements	ASSIGNED	Due to General Fund
90-106-996	Wordsworth	FIDUCIARY	To be returned
90-106-999	Reserve @ New Britain	FIDUCIARY	To be returned
90-106-401	KEMA-Powertest LLC	FIDUCIARY	To be returned
90-106-600	NB D/C, LP (Assessment Dispute)	FIDUCIARY	To be returned
90-342-000	Misc. Cash Escrow Accounts	FIDUCIARY	To be returned
90-341-000	Interest Earnings	UNASSIGNED	
90-106-700	Pine Valley Crossing Associates, LP	FIDUCIARY	To be returned
90-106-900	Metropolitan Building Group/Frost/Rolling Ridge	FIDUCIARY	To be returned