

Millstadt Ambulance Service
Millstadt, Illinois

COMPREHENSIVE ANNUAL FINANCIAL REPORT

Year Ended April 30, 1994

TABLE OF CONTENTS

<u>Exhibit</u>		<u>Page</u>
	Independent Auditor's Report	1
	<u>General Purpose Financial Statements</u>	
1	Combined Balance Sheet - All Fund Types and Account Groups	2
2	Statement of Revenues, Expenditures and Changes in Fund Balance - General Fund	3
3	Statement of Revenues, Expenditures and Changes in Fund Balance - Budget (GAAP Basis) and Actual - General Fund	4
	Notes to Financial Statements	5-9
<u>Schedule</u>		
	Independent Auditor's Report on Additional Information	10
1	Comparative Schedules of Expenditures by Function - General Fund	11
2	Schedule of Expenditures - Budget (GAAP Basis) and Actual - General Fund	12
<u>Table</u>		
1	Schedule of Fixed Assets	13-15
2	Government Revenues by Source - Last Ten Years	16-18
3	General Governmental Expenditures by Function - Last Ten Years	19



CERTIFIED PUBLIC ACCOUNTANTS

August 25, 1994

Board of Directors
Millstadt Ambulance Service
Millstadt, Illinois

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying general purpose financial statements of the Millstadt Ambulance Service as of and for the year ended April 30, 1994, as listed in the table of contents. These financial statements are the responsibility of the Service's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Millstadt Ambulance Service as of April 30, 1994, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Allison Knapp & Siekmann, Ltd.

EXHIBIT 1

Millstadt Ambulance Service
Millstadt, Illinois

COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS

April 30, 1994
(With Comparative Totals for April 30, 1993)

ASSETS	Governmental	General	Totals	
	fund type General fund	fixed assets group of accounts	(Memorandum Only) 1994	1993
ASSETS				
Cash and cash equivalents				
Demand deposits	\$ 23,426	\$ -	\$ 23,426	\$ 7,074
Money Market Account	3,846	-	3,846	15,702
	27,272	-	27,272	22,776
Accounts receivable - patient fees	20,453	-	20,453	16,723
Due from Village of Millstadt	166	-	166	124
Unexpired insurance	5,394	-	5,394	3,609
Property taxes receivable				
Distributable from service entities				
Current levy	61,500	-	61,500	53,000
Property, plant and equipment	-	237,016	237,016	236,712
TOTAL ASSETS	<u>\$114,785</u>	<u>\$237,016</u>	<u>\$351,801</u>	<u>\$332,944</u>
LIABILITIES AND EQUITY				
LIABILITIES				
Accounts payable	\$ 3,896	\$ -	\$ 3,896	\$ 3,334
Deferred revenue - property tax	61,500	-	61,500	53,000
Accrued wages	450	-	450	450
Payroll taxes payable	164	-	164	164
Total liabilities	<u>66,010</u>	<u>-</u>	<u>66,010</u>	<u>56,948</u>
EQUITY				
Fund balance	48,775	-	48,775	39,284
Investment in general fixed assets	-	237,016	237,016	236,712
Total equity	<u>48,775</u>	<u>237,016</u>	<u>285,791</u>	<u>275,996</u>
TOTAL LIABILITIES AND EQUITY	<u>\$114,785</u>	<u>\$237,016</u>	<u>\$351,801</u>	<u>\$332,944</u>

The accompanying notes are an integral part of this financial statement.

Millstadt Ambulance Service
Millstadt, Illinois

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
GENERAL FUND

Year Ended April 30, 1994
(With Comparative Totals for Year Ended April 30, 1993)

	<u>1994</u>	<u>1993</u>
REVENUES		
Patient fees	\$35,806	\$27,670
Property taxes	52,822	52,960
Interest earned	144	489
Miscellaneous	609	85
Donations	<u>100</u>	<u>845</u>
Total revenues	<u>89,481</u>	<u>82,049</u>
EXPENDITURES		
General government	18,768	17,981
Health and welfare	60,918	50,576
Capital outlay	<u>304</u>	<u>11,959</u>
Total expenditures	<u>79,990</u>	<u>80,516</u>
Excess of revenues over expenditures	9,491	1,533
Fund balance, beginning of year	<u>39,284</u>	<u>37,751</u>
FUND BALANCE, END OF YEAR	<u>\$48,775</u>	<u>\$39,284</u>

The accompanying notes are an integral part of this financial statement.

EXHIBIT 3

Millstadt Ambulance Service
Millstadt, Illinois

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL
GENERAL FUND

Year Ended April 30, 1993

	<u>Budget</u>	<u>Actual</u>
REVENUES		
Patient fees	\$ 25,000	\$35,806
Property taxes	53,000	52,822
Interest earned	-	144
Miscellaneous	-	609
Donations	-	100
Total revenues	<u>78,000</u>	<u>89,481</u>
EXPENDITURES		
General government	22,924	18,768
Health and welfare	59,400	60,918
Capital outlay	<u>21,000</u>	<u>304</u>
Total expenditures	<u>103,324</u>	<u>79,990</u>
Excess (deficiency) of revenues over expenditures	<u>\$(25,324)</u>	9,491
Fund balance, beginning of year		<u>39,284</u>
FUND BALANCE, END OF YEAR		<u>\$48,775</u>

The accompanying notes are an integral part of this financial statement.

Millstadt Ambulance Service
Millstadt, Illinois

NOTES TO FINANCIAL STATEMENTS

April 30, 1994

Note 1: Summary of Significant Accounting Policies

The financial statements of the Millstadt Ambulance Service have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. Reporting Entity

The Service was organized by an intergovernmental cooperation agreement between the Village of Millstadt and the Millstadt Rural Fire Protection District. According to the agreement, the Service will operate independently of the organizing entities. The Service will receive funding from these entities by a property tax levied on the real property within their respective areas (see Note 3).

B. Basis of Presentation - Fund Accounting

The accounts of the Service are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund balance, revenues and expenditures or expenses as appropriate. The following fund type and account group are used by the Service:

GOVERNMENTAL FUND TYPE

General fund - The General Fund is the general operating fund of the Service and accounts for all revenues and expenditures of the Service.

ACCOUNT GROUP

General fixed assets account group - This account group is established to account for all fixed assets of the Service.

C. Property, Plant and Equipment

The accounting and reporting treatment applied to property, plant and equipment associated with a fund are determined by its measurement focus. All governmental fund types are accounted for on a spending "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

(continued on next page)

NOTES TO FINANCIAL STATEMENTS
(continued)
April 30, 1994

Note 1: Summary of Significant Accounting Policies (continued)

C. Property, Plant and Equipment (continued)

Property, plant and equipment used in governmental fund type operations are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. No depreciation has been provided on such property, plant and equipment.

All property, plant and equipment are valued at historical cost. Donated property, plant and equipment are valued at their estimated fair value on the date donated. As described in Note 6, the Ambulance Service building is recorded at its insured value on the date donated plus legal and surveying fees.

The General Fixed Assets Group of Accounts is not a fund. It is concerned only with the measurement of financial position. It is not involved with measurement of results of operations.

D. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Taxpayer-assessed income, gross receipts, and sales taxes are considered "measurable" when in the hands of intermediary collecting governments and are recognized as revenue at that time. Anticipated refunds of such taxes are recorded as liabilities and reductions of revenue when they are measurable and their validity seems certain.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

E. Budgets and Budgetary Accounting

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

1. Prior to May 1, the Service issues a tentative operating budget prepared for the year commencing the following May 1. The operating budget includes proposed expenditures and means of financing them.
2. The Board of Directors approve the budget.
3. Unused appropriations for all of the above annually budgeted funds lapse at the end of the year.
4. The budgeted amounts shown in these financial statements are the final authorized amounts.

(continued on next page)

NOTES TO FINANCIAL STATEMENTS
(continued)
April 30, 1994

Note 1: Summary of Significant Accounting Policies (continued)

F. Cash and Cash Equivalents

Cash and cash equivalents include amounts in demand deposit accounts as well as short-term investments with a maturity date within 1 year of the date acquired by the Service. Cash equivalents are stated at cost plus compounded interest where applicable.

G. Accounts Receivable - Patient Fees

The Service uses the direct write-off method of providing for uncollectible accounts. Generally accepted accounting principles require a provision for doubtful accounts to value accounts receivable. The direct write-off method does not result in a material misstatement of the accounts receivable balance. The total accounts receivable written off during the year ended April 30, 1994, was \$8,034.

H. Prepaid Items

Payments made to vendors for services that will benefit periods beyond April 30, 1994, are recorded as prepaid items.

I. Accumulated Compensated Absences

During the year ended April 30, 1994, a policy was adopted to establish a vacation for the Service's part-time employee. At April 30, 1994 all vacation days had been used and therefore no accrual for compensated absences is presented.

J. Memorandum Only - Total Columns

Total columns on the general purpose financial statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, result of operations, and changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

K. Comparative Data

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the government's financial position and operations. However, comparative data have not been presented in all statements because their inclusion would make certain statements unduly complex and difficult to understand.

Note 2: Deposits and Investments

The Millstadt Ambulance Service's cash and cash equivalent accounts have been categorized by the level of risk using the criteria set forth in GASB Statement 3, as described below:

(continued on next page)

NOTES TO FINANCIAL STATEMENTS
(continued)
April 30, 1994

Note 2: Deposits and Investments (continued)

Cash

At April 30, 1994, the carrying amount of the Service's deposits totaled \$27,272. The bank balances of these deposits totaled \$27,367 and have been categorized as follows:

	<u>Bank balances</u>
Category 1 Deposits which are insured or collateralized with securities held by the Service or its agent in the Service's name.	\$27,367
Category 2 Deposits which are collateralized with securities held by the pledging financial institution's trust department or agent in the Service's name.	-
Category 3 Deposits which are uninsured or uncollateralized or for which the collateral is held by the pledging financial institution's trust department or agent but not in the Service's name.	-
Total deposits	<u>\$27,367</u>

Note 3: General Fixed Assets and Changes in Fixed Assets

General fixed assets are recorded at cost, for valuation purposes only, with no provision for depreciation. The investment in fixed assets represents the Service's basis in the equity of general fixed assets.

Changes in General Fixed Assets

	<u>Balance 4/30/93</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 4/30/94</u>
Building	\$ 77,565	\$ -	\$ -	\$ 77,565
Building improvements	23,384	-	-	23,384
Ambulances and equipment	135,763	304	-	136,067
	<u>\$236,712</u>	<u>\$ 304</u>	<u>\$-0-</u>	<u>\$237,016</u>

Note 4: Property Taxes

The accompanying financial statements present an estimate of the current tax levies requested by the Village of Millstadt and the Millstadt Rural Fire Protection District based on prior assessed valuations and certain adjustments. They are recorded as deferred revenue by the Service until the taxing bodies actually remit the collections. The taxing entities are a conduit for the levy and collection of the tax, which is transferred to the Service.

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NOTES TO FINANCIAL STATEMENTS
(continued)
April 30, 1994

Note 4: Property Taxes (continued)

As of April 30, 1994, the property tax receivable balances consist of the following:

	Village of Millstadt	Millstadt Rural Fire Protection District	Total
1993 Levy - estimated	<u>\$24,600</u>	<u>\$36,900</u>	<u>\$61,500</u>
TOTALS	<u>\$24,600</u>	<u>\$36,900</u>	<u>\$61,500</u>

Note 5: Long-Term Debt

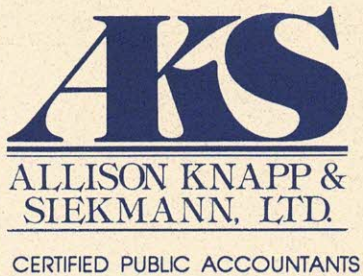
The Service has no outstanding long-term debt.

Note 6: Donated Property

During the fiscal year ended April 30, 1989, the Service purchased the building used to house the Service's operations from the Union Fire Company for one dollar. For valuation purposes, the building has been recorded at \$77,565 which includes the property's insured value on the date donated plus legal and surveying fees.

Management feels this valuation method is not a material distortion of its financial position or results of operations due to the fact that the recorded value and the fair market value on the date donated do not significantly differ.

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August 25, 1994

Board of Directors
Millstadt Ambulance Service
Millstadt, Illinois

INDEPENDENT AUDITOR'S REPORT ON ADDITIONAL INFORMATION

Our report on our audit of the basic financial statements of the Millstadt Ambulance Service for the year ended April 30, 1994, appears on page 1. This audit was made for the purpose of forming an opinion on such financial statements taken as a whole. The additional schedules and tables, listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audits of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements for the year ended April 30, 1994, taken as a whole.

We also have previously audited, in accordance with generally accepted auditing standards, the Comparative Schedule of Revenues by Source for the previous ten years and the Comparative Schedule of Expenditures by Function for the last ten years, and we expressed unqualified opinions on those financial statements. In our opinion, the information referred to above is fairly stated in all material respects in relation to the basic financial statements from which it has been derived.

Allison Knapp & Siekmann, Ltd.

SCHEDULE 1

Millstadt Ambulance Service
Millstadt, Illinois

COMPARATIVE SCHEDULE OF EXPENDITURES BY FUNCTION
GENERAL FUND

Years Ended April 30, 1994 and 1993

	<u>1994</u>	<u>1993</u>
EXPENDITURES		
General Government		
Salaries	\$ 5,400	\$ 5,400
FICA tax expense	413	413
Unemployment insurance	77	76
Office supplies	808	668
Accounting and legal fees	2,674	2,285
Insurance	8,942	7,972
Miscellaneous	<u>454</u>	<u>1,167</u>
Total general government	<u>18,768</u>	<u>17,981</u>
Health and Welfare		
Medical supplies and paramedic assistance	3,187	3,534
Repairs	4,146	3,481
Motor fuel	2,017	1,169
Telephone	1,783	1,909
Education and training	1,561	2,282
Uniforms	16	2,617
Utilities	1,329	1,539
Dispatch fees	8,290	8,072
Bad debts	8,034	2,314
Personnel - contractual	26,353	19,758
Radio maintenance	1,984	2,083
Meetings and dinners	1,018	618
Maintenance manager	<u>1,200</u>	<u>1,200</u>
Total health and welfare	<u>60,918</u>	<u>50,576</u>
Capital Outlay		
Purchase of property, plant and equipment	<u>304</u>	<u>11,959</u>
TOTAL EXPENDITURES	<u>\$79,990</u>	<u>\$80,516</u>

Millstadt Ambulance Service
Millstadt, Illinois

SCHEDULE OF EXPENDITURES - BUDGET (GAAP BASIS) AND ACTUAL
GENERAL FUND

Year Ended April 30, 1994

	<u>Budget</u>	<u>Actual</u>
EXPENDITURES		
General Government		
Salaries	\$ 5,400	\$ 5,400
FICA tax expense	1,200	413
Unemployment tax expense	-	77
Office supplies	1,000	808
Accounting and legal fees	2,000	2,674
Insurance	13,000	8,942
Miscellaneous	324	454
Total general government	<u>22,924</u>	<u>18,768</u>
Health and Welfare		
Medical supplies and paramedic assistance	4,200	3,187
Repairs	6,000	4,146
Motor fuel	1,700	2,017
Telephone	2,000	1,783
Education and training	3,000	1,561
Uniforms	1,000	16
Utilities	1,600	1,329
Dispatcher fees	8,000	8,290
Bad debts	2,500	8,034
Personnel - contractual	25,000	26,353
Radio maintenance	3,000	1,984
Publication	200	-
Meetings and dinners	-	1,018
Maintenance manager	1,200	1,200
Total health and welfare	<u>59,400</u>	<u>60,918</u>
Capital Outlay		
Purchase of property, plant and equipment	3,000	304
Ambulance reserve	18,000	-
Total capital outlay	<u>21,000</u>	<u>304</u>
TOTAL EXPENDITURES	<u>\$103,324</u>	<u>\$79,990</u>

TABLE 1

Millstadt Ambulance Service
Millstadt, Illinois

SCHEDULE OF GENERAL FIXED ASSETS

Inception through April 30, 1994

EQUIPMENT - FISCAL YEAR 1980

6 - Pagers	\$ 1,794	
6 - Pagers	1,794	
1 - Base radio and encoder	2,322	
Various under \$500	<u>1,299</u>	\$ 7,209

IMPROVEMENTS - FISCAL YEAR 1980

464

Total fiscal year 1980

\$ 7,673

EQUIPMENT - FISCAL YEAR 1981

20 - G.E. pagers	5,980	
Various under \$500	<u>1,449</u>	

Total fiscal year 1981

7,429

EQUIPMENT - FISCAL YEAR 1982

8 - Pagers	2,260	
1 - G.E. controller and encoder	1,257	
Various under \$500	<u>794</u>	

Total fiscal year 1982

4,311

EQUIPMENT - FISCAL YEAR 1983

Refrigerator, electric range and microwave oven	1,302	
Pagers	1,466	
Various under \$500	<u>747</u>	3,515

IMPROVEMENTS - FISCAL YEAR 1983

Roof	4,530	
Vacuum cleaner	499	
Oak cabinets and drawer	1,012	
Furnace	887	
Ceiling	2,243	

New doors, windows, wall coverings, insulation
and lights

8,004 17,175

Total fiscal year 1983

20,690

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SCHEDULE OF GENERAL FIXED ASSETS
(continued)
Inception through April 30, 1994

EQUIPMENT - FISCAL YEAR 1984			
Copy machine	1,376		
Generator	968		
Typewriter	828		
Conference table and chairs	<u>989</u>		
Total fiscal year 1984			4,161
IMPROVEMENTS - FISCAL YEAR 1986			
Sign	<u>595</u>		
Total fiscal year 1986			595
EQUIPMENT - FISCAL YEAR 1987			
2 Encoders	500		
Various under \$500	<u>527</u>		
Total fiscal year 1987			1,027
EQUIPMENT - FISCAL YEAR 1988			
1 - 1987 Modular ambulance, 1986 Ford chassis (include trade-in)	33,750		
1 - Stokes basket	245		
Various under \$500	<u>784</u>	34,779	
IMPROVEMENTS - FISCAL YEAR 1988			
Fire alarm		<u>1,452</u>	
Total fiscal year 1988			36,231
BUILDING - FISCAL YEAR 1989			
		77,565	
EQUIPMENT - FISCAL YEAR 1989			
1 - Adult resuscitator	204		
Various under \$500	<u>75</u>	279	
IMPROVEMENTS - FISCAL YEAR 1989			
Parking lot		<u>2,457</u>	
Total fiscal year 1989			80,301
EQUIPMENT - FISCAL YEAR 1990			
1 - Copier	1,595		
1 - Washing machine	515		
1 - Thermo door	930		
Various under \$500	<u>50</u>		
Total fiscal year 1990			3,090

(continued on next page)

TABLE 1
Page 3

SCHEDULE OF GENERAL FIXED ASSETS
(continued)
Inception through April 30, 1994

EQUIPMENT - FISCAL YEAR 1991			
2 - G.E. mobile radios	2,854		
1 - Wheelchair ramp	459		
Various under \$500	<u>110</u>		
Total fiscal year 1991			3,423
EQUIPMENT - FISCAL YEAR 1992			
2 - Portable pagers and chargers	1,072		
1 - 1991 Ford Ambulance	<u>54,750</u>		
Total fiscal year 1992			55,822
EQUIPMENT - FISCAL YEAR 1993			
30 - Portable pagers and chargers	8,760		
2 - Encoders	752		
1 - G.E. mobile radio	777		
Various radio equipment and programming	<u>429</u>	10,718	
IMPROVEMENTS - FISCAL YEAR 1993			
Carpeting		<u>1,241</u>	
Total fiscal year 1993			11,959
EQUIPMENT - FISCAL YEAR 1994			
2 - Truck chair lift	<u>304</u>		
Total fiscal year 1994			<u>304</u>
TOTAL GENERAL FIXED ASSETS			<u>\$237,016</u>

GOVERNMENT REVENUES BY SOURCE

	April 30, 1994	April 30, 1993	April 30, 1992	April 30, 1991
Patient fees	<u>\$35,806</u>	<u>\$27,670</u>	<u>\$30,644</u>	<u>\$32,110</u>
Property taxes	52,822	52,960	54,991	50,534
Donations and contributions	100	845	-	-
Recovery of bad debts	-	-	-	-
Interest earned	144	489	899	3,381
Miscellaneous	609	85	266	740
Sale of fixed assets	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>-</u>
TOTALS	<u>\$89,481</u>	<u>\$82,049</u>	<u>\$91,800</u>	<u>\$86,765</u>

TABLE 2

Millstadt Ambulance Service
Millstadt, Illinois

GOVERNMENT REVENUES BY SOURCE

For the Last Ten Years

April 30, 1990	April 30, 1989	April 30, 1988	April 30, 1987	April 30, 1986	April 30, 1985
\$33,500	\$30,584	\$32,210	\$32,438	\$29,967	\$23,275
54,929	40,519	26,065	15,646	23,593	35,408
-	1,000	305	772	10	1,321
-	351	429	355	517	-
2,092	1,209	1,586	4,510	6,181	5,964
387	94	-	-	-	-
-	-	-	-	-	-
<u>\$90,908</u>	<u>\$73,757</u>	<u>\$60,595</u>	<u>\$53,721</u>	<u>\$60,268</u>	<u>\$65,968</u>

TABLE 3

Millstadt Ambulance Service
Millstadt, Illinois

GENERAL GOVERNMENTAL EXPENDITURES BY FUNCTION

For the Last Ten Years

<u>Fiscal Year Ending April 30,</u>	<u>General Government</u>	<u>Health and Welfare</u>	<u>Capital Outlay</u>	<u>Total</u>
1994	\$18,768	\$60,918	\$ 304	\$ 79,990
1993	17,981	50,576	11,959	80,516
1992	19,738	47,634	55,822	123,194
1991	20,853	58,331	3,423	82,607
1990	16,280	50,970	3,090	70,340
1989	14,852	45,513	3,502	63,867
1988	21,707	42,678	35,447	99,832
1987	19,341	43,062	1,027	63,430
1986	17,525	48,298	595	66,418
1985	13,787	36,612	-	50,399