

2020 MUNICIPAL ANNUAL AUDIT  
AND FINANCIAL REPORT

UPLAND BORO, DELAWARE COUNTY

**MG&CO**

**Mingis, Gutowski & Company, LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

# **MINGIS, GUTOWSKI & COMPANY, LLP**

Certified Public Accountants 300 West State Street, Suite 206 • Media, PA 19063

610-544-5100  
FAX: 610-544-9767

## **INDEPENDENT AUDITORS' REPORT**

Members of Council  
Borough of Upland  
Upland, PA 19015

We have audited the accompanying financial statements included in the Municipal Annual Audit and Financial Report (DCED-CLGS-30), a prescribed form, of the Borough of Upland (the Borough) as of December 31, 2020 and for the year then ended.

### **Management's Responsibility for the Financial Report**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Pennsylvania Department of Community and Economic Development and with the basis of accounting described below; this includes determining that the presentation and the use of the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts in the financial statements. The procedures selected depend on the auditor's 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 Borough'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 Borough'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 opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the modified cash basis financial position of the Borough of Upland as of December 31, 2020 and the revenue it received and expenditures it paid for the year then ended on the prescribed form in conformity with the basis of accounting described below.

### **Basis of Accounting**

The Borough's policy is to prepare its financial statements for inclusion in the Municipal Annual Audit and Financial Report (DCED-CLGS-30), a prescribed form, on a prescribed basis of accounting that demonstrates compliance with the modified cash basis and budget laws of the Department of Community and Economic Development, which is a special purpose framework other than accounting principles generally accepted in the United States of America. As permitted by DCED, the Borough of Upland prepares its annual audit and financial report on the modified cash basis of accounting; consequently, certain revenue and related assets are recognized when received rather than when earned and certain expenditures are recognized when paid rather than when the liability is incurred. Additionally, in accordance with the prescribed accounting practices permitted by DCED, the Borough of Upland does not include footnote disclosures. Our opinion is not modified with respect to this matter.

### **Restriction on Use**

This report is intended solely for the information and use of management and the Members of Borough Council of the Borough of Upland and for filing with the Department of Community and Economic Development and the Office of the Prothonotary and should not be used by anyone other than these specified parties.

*Mingis, Gutowski & Company, LLP*

Media, Pennsylvania  
November 24, 2021

231353 UPLAND BORO, DELAWARE COUNTY

**2020 MUNICIPAL ANNUAL AUDIT  
AND  
FINANCIAL REPORT**

Approved by DCED:  
Received by DCED:

Governor's Center for Local Government Services  
Commonwealth Keystone Building  
400 North Street, 4th Floor  
Harrisburg, PA 17120-0225  
Ph: 888-223-6837 | fax: 717-783-1402



BALANCE SHEET

December 31, 2020

Governmental Funds		Proprietary Funds			Fid. Fund	Account Groups		Total	
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Fixed Assets	General Long Term Debt	Memorandum Only

Liabilities and Other Credits									
260-269	Long-Term-Liabilities								
240-259	Current Portion of Long-Term Debt and Other Credits								
<b>Total Liabilities and Other Credits</b>									
								1,125,792	1,355,296

Fund and Account Group Equity									
281-284	Contributed Capital								
290.00	Investment in General Fixed Assets								
270-289	Fund Balance / Retained Earnings on 12/31								
291-299	Other Equity								
<b>Total Fund and Account Group Equity</b>									
								3,368,303	3,368,303

<b>TOTAL LIABILITIES AND FUND AND ACCOUNT GROUP EQUITY</b>									4,723,599
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UPLAND BORO, DELAWARE COUNTY  
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

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

REVENUES

Taxes							
301.00	Real Estate Taxes	380,675					380,675
305.00	Occupation Taxes (levied under municipal code)						
308.00	Residence Taxes (levied by cities of the 3rd Class)						
309.00	Regional Asset District Sales Tax (Allegheny County municipalities only)						
310.00	Per Capita Taxes	1,400					1,400
310.10	Real Estate Transfer Taxes	1,025,855					1,025,855
310.20	Earned Income Taxes / Wage Taxes	1,746,021					1,746,021
310.30	Business Gross Receipts Taxes						
310.40	Occupation Taxes (levied under Act 511)						
310.50	Local Services Tax **	200,670					200,670
310.60	Amusement / Admission Taxes						
310.70	Mechanical Device Taxes						
310.80	Other: Parking Tax (percent)	53,594					53,594
	Other:						
<b>Total Taxes</b>		<b>3,354,621</b>	<b>53,594</b>				<b>3,408,215</b>

Licenses and Permits							
320.322	All Other Licenses and Permits						
321.80	Cable Television Franchise Fees	46,944					46,944
<b>Total Licenses and Permits</b>		<b>46,944</b>					<b>46,944</b>

Fines and Forfeits							
330.332	Fines and Forfeits	145,940					145,940
<b>Total Fines and Forfeits</b>		<b>145,940</b>					<b>145,940</b>









UPLAND BORO, DELAWARE County

STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

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

Other Financing Sources

395.00	Refunds of Prior Year Expenditures						
	<b>Total Other Financing Sources</b>	444,567	8,150		123,494	175,000	751,211

**TOTAL REVENUES**

4,478,411	172,196	3,934	123,494	1,100,499			5,878,534
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**EXPENDITURES**

General Government

400.00	Legislative (Governing) Body	16,094					16,094
401.00	Executive (Manager or Mayor)	46,566					46,566
402.00	Auditing Services / Financial Administration	27,268					27,268
403.00	Tax Collection	9,548					9,548
404.00	Solicitor / Legal Services	61,987					61,987
405.00	Secretary / Clerk	49,805					49,805
406.00	Other General Government Administration	236,352					236,352
407.00	IT-Networking Services-Data Processing						
408.00	Engineering Services	71,253					71,253
409.00	General Government Buildings and Plant	348,607					348,607
	<b>Total General Government</b>	867,480					867,480

Public Safety

410.00	Police	1,287,357					1,287,357
411.00	Fire	91,956					91,956
412.00	Ambulance / Rescue						
413.00	UCC and Code Enforcement	99,903					99,903

UPLAND BORO, DELAWARE County  
 STATEMENT OF REVENUES AND EXPENDITURES  
 December 31, 2020

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

**EXPENDITURES**

**Public Works - Highways and Streets**

435.00	Sidewalks and Crosswalks						
436.00	Storm Sewers and Drains						
437.00	Repairs of Tools and Machinery						
438.00	Maintenance and Repairs of Roads and Bridges						
439.00	Highway Construction and Rebuilding Projects						
<b>Total Public Works - Highways and Streets</b>		251,004					251,004

**Other Public Works Enterprises**

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

**Culture and Recreation**

451.00	Culture-Recreation Administration						
452.00	Participant Recreation						
453.00	Spectator Recreation						
454.00	Parks	22,746					22,746





UPLAND BORO

December 31, 2020

DEBT STATEMENT

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

Purpose	Bond (B) Capital Lease (C) Lease Rental (L) Note (N)	Issue Year (YYYY)	Maturity Year (YYYY)	Original Amount of Issue	Outstanding of Beginning of Year (1)	Principal Incurred This Year	Principal Paid This Year	Current Year Accretion on Compound Interest Bonds	Outstanding at Year End (1)	Plus (less) Unamortized Premium (Discount)	Total Balance
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General Obligation Bonds and Notes											
Note A-2	Note	2012	2032	652,000	652,000		0		652,000		652,000
Note	Note	2009	2029	850,000	517,753		43,962		473,791		473,791
Note A-1	Note	2012	2020	348,000	47,000		47,000		0		0
Revenue Bonds and Notes											
Lease Rental Debt											
Other											

(1) - excludes unamortized premium/discount

Total bonds and notes outstanding

Capitalized lease obligations

Net debt

1,125,791  
 0  
 1,125,791

UPLAND BORO, DELAWARE County  
 STATEMENT OF CAPITAL EXPENDITURES  
 December 31, 2020

Category	Capital Purchases	Capital Construction	Total
Community Development			
Electric			
Fire	2,310	11,378	13,688
Gas System			
General Government	1,307	66,768	68,075
Health			
Housing			
Libraries			
Mass Transit			
Parks		194,729	194,729
Police	131,856	6,113	137,969
Recreation			
Sewer			
Solid Waste			
Streets / Highways	85,914	32,083	117,997
Water			
Other:			
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>221,387</b>	<b>311,071</b>	<b>532,458</b>

EMPLOYEE COMPENSATION

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

1,493,359

Independent Public Accountant/Certified Public Accountant Submission Page

Opinion page was provided in lieu of signature page.

**SIGNATURE AND VERIFICATION**

Signed:

JOHN R HANNA III Appointed Auditor/CPA

December 31, 2020

**NOTES / COMMENTS**

Balance sheet includes the following amounts in escrow funds: \$15,818 in the General Fund reported as "Other Current Asset" and "Other Current Liability"; \$45,598 in the Enterprise Fund reported as "Other Current Asset" and "Other Current Liability";

Balance sheet includes the following amount in credit card liability: \$2,686 reported as "Other Current Liability";