

# **PUTNAM TOWNSHIP**

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**Report on Audit of Financial Statements**

**For the Year Ended June 30, 2016**

**PUTNAM TOWNSHIP**

**TOWNSHIP OFFICIALS**

Supervisor - Ronald F. Rau  
Treasurer - Patrick Carney  
Clerk - Sally Guyon

**TOWNSHIP BOARD OF TRUSTEES**

Ronald F. Rau  
Patrick Carney  
Sally Guyon  
Robert Press  
Norman Klein  
Keith Chambers  
G. Richard McCloskey

**TOWNSHIP ATTORNEY**

Foster, Swift, Collins & Smith, P.C.

**TOWNSHIP AUDITORS**

Pfeffer, Hanniford & Palka  
Certified Public Accountants

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**PFEFFER ■ HANNIFORD ■ PALKA**  
*Certified Public Accountants*

**John M. Pfeffer, C.P.A.**  
**Patrick M. Hanniford, C.P.A.**  
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**INDEPENDENT AUDITORS' REPORT**

October 10, 2016

Board of Trustees  
Putnam Township  
3280 West M-36  
Pinckney, Michigan 48169

Honorable Board of Trustees:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information including the related notes to the financial statements, of Putnam Township as of and for the year ended June 30, 2016, which collectively comprise Putnam Township'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.

**Auditor's Responsibility**

Our responsibility is to express opinions 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 and disclosures 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 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, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Putnam Township as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 7 - 10 and 37 - 39 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 Putnam Township's basic financial statements. The combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements are the responsibility of management and were derived from and relate 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 combining and individual fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Pfeffer, Hanniford & Palka, P.C.*

PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

## **MANAGEMENT DISCUSSION AND ANALYSIS**

**Management Discussion and Analysis**  
**June 30, 2016**

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Within this section of Putnam Township's annual financial report, the Township's management is providing a narrative discussion and analysis of the financial activities of the Township for the fiscal year ended June 30, 2016. This narrative discusses and analyzes the activity within the context of the accompanying financial statements and disclosures following this section. The discussion focuses on the Township's primary government and, unless otherwise noted, component units reported separately from the primary government are not included.

**Overview of the Financial Statements**

Management's Discussion and Analysis introduces the Township's basic financial statements. The basic financial statements include government-wide financial statements, fund financial statements, and notes to the financial statements. The Township also includes in this report additional information to supplement the basic financial statements.

***Government-wide Financial Statements***

The Township's annual reports include two government-wide financial statements. These statements provide both long-term and short-term information about the Township's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these government-wide statements is the Statement of Net Position. This is the Township-wide statement of position presenting information that includes all the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township as a whole is improving or deteriorating. Evaluation of the overall health of the Township may extend to various non-financial factors as well.

The second government-wide statement is the Statement of Activities which reports how the Township's net position changed during the current fiscal year. The design of this statement is to show the financial reliance of the Township's distinct activities or functions on the revenues generated by the Township.

Both government-wide financial statements distinguish governmental activities of the Township that are principally supported by taxes and revenue sharing from the business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include such activities as general government, public safety, and planning and zoning departments. Fiduciary activities such as tax collection are not included in the government-wide statements since these assets are not available to fund Township programs.

The Township's financial reporting includes all the funds of the Township (primary government) and, additionally, organizations for which the Township is accountable (component units).

***Fund Financial Statements***

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Township uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Township's most significant funds rather than the Township as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation. Individual fund data for nonmajor funds is provided in the combining statements later in this report.

The Township has two kinds of funds:

**Governmental funds** are reported in the financial statements and encompass essentially the same functions as governmental activities in the government-wide financial statements except with a different focus on the financial activity. These statements report short-term fiscal accountability focusing on the use of available resources and balances of these resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term. Since the focus of the government-wide financial statements includes a long-term view, a reconciliation of these fund balances has been completed to detail its relation to net position.

**Fiduciary funds** are reported in the fiduciary fund financial statements, but are excluded from the government-wide statements. Fiduciary fund financial statements report resources that are not available to fund Township activities.

**Notes to the financial statements**

The accompanying notes to the financial statements provide information essential to a full understanding of both the government-wide and fund financial statements.

**Other information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Other supplementary information includes detail by fund for receivables, payables, transfers, and payments within the reporting entity.

Major funds are reported in the basic financial statements as discussed. Combining and individual statements and schedules for non-major funds are presented in a subsequent section of this report.

**Financial Analysis of the Township as a Whole Under Full Accrual Accounting Standards**

The Township’s net position at the end of the fiscal year was \$5,274,315. This is a \$790 decrease over last year’s net position of \$5,275,105. This was a minor decrease over the prior year.

The following tables provide a summary of the Township’s financial activities and changes in net position:

	<b>Summary of Net Position</b>		
	<b>Governmental Activities</b>		<b>Increase (Decrease)</b>
	<b>6/30/2016</b>	<b>6/30/2015</b>	
Current and other assets	\$ 2,210,895	\$ 2,228,338	\$ (17,443)
Capital assets	3,997,143	4,142,982	(145,839)
<b>Total assets</b>	<b>6,208,038</b>	<b>6,371,320</b>	<b>(163,282)</b>
Other liabilities	41,712	54,245	(12,533)
Long-term liabilities	892,011	1,041,970	(149,959)
<b>Total liabilities</b>	<b>933,723</b>	<b>1,096,215</b>	<b>(162,492)</b>
<b>Net position:</b>			
Invested in capital assets, net of related debt	3,105,132	3,101,012	4,120
Restricted	128,881	676,581	(547,700)
Unrestricted	2,040,302	1,497,512	542,790
<b>Total net position</b>	<b>\$ 5,274,315</b>	<b>\$ 5,275,105</b>	<b>\$ (790)</b>



### Summary of Changes in Net Position

	<u>Governmental Activities</u>		<b>Increase (Decrease)</b>
	<u>6/30/2016</u>	<u>6/30/2015</u>	
<b>REVENUES</b>			
Program revenues			
Charges for services	\$ 109,579	\$ 105,333	\$ 4,246
Operating grants and contributions	3,183	3,363	(180)
Capital grants and contributions		183,757	(183,757)
General revenues			
State shared revenues	437,497	449,117	(11,620)
Property taxes	806,947	788,285	18,662
Other	169,207	207,935	(38,728)
<b>Total revenues</b>	<u>1,526,413</u>	<u>1,737,790</u>	<u>(211,377)</u>
<b>EXPENSES</b>			
General government	611,365	442,051	169,314
Fire protection	509,246	755,277	(246,031)
Police protection	101,922	82,044	19,878
Parks and recreation/community development	161,399	289,817	(128,418)
Public works	107,904	84,641	23,263
Interest on long-term debt	35,367	40,135	(4,768)
<b>Total expenses</b>	<u>1,527,203</u>	<u>1,693,965</u>	<u>(166,762)</u>
<b>CHANGES IN NET POSITION</b>	(790)	43,825	(44,615)
<b>BEGINNING NET POSITION</b>	<u>5,275,105</u>	<u>5,231,280</u>	<u>43,825</u>
<b>ENDING NET POSITION</b>	<u><u>\$ 5,274,315</u></u>	<u><u>\$ 5,275,105</u></u>	<u><u>\$ (790)</u></u>

### Financial Analysis of the Township's Funds

Putnam Township reported three (3) major funds for the year ended June 30, 2016. These funds included:

- General Fund
- Fire Millage Fund
- Fire Capital Outlay

The General Fund increased its fund balance \$74,977 during the year due, in large part, to the special assessments being collected and repaid to the General Fund for an advance made in a prior year to pay-off a debt obligation.

The Fire Millage Fund decreased its fund balance by \$55,424 mostly due to increased operating expenditures.

The Fire Capital Outlay Fund increased its fund balance by \$31,403. Management is purposely building the Fire Capital Fund balance for some large purchases in the next few years.

### **General Fund Budgetary Highlights**

The Township approved a budget prior to the start of the fiscal year, and made immaterial amendments during the year to bring it closer to economic reality. Expenditures exceeded appropriations in several activities.

### **Capital Asset and Debt Administration**

The Township purchased a few capital assets during the year totaling \$59,882. They spent \$41,060 for the purchase of tornado warning sirens, and \$18,822 for fire equipment.

The Township paid \$149,959 to service the debt of the Township.

### **Economic Conditions and Future Activities**

As in other townships, the economy had significantly slowed the building and growth activities in Putnam Township for the past few years. The 2010 census data reflected a population growth of 8.8% over the 2000 census count which has led to an increase in the state shared revenues received by the Township. The taxable property value for the Township has begun to increase as the economic climate of the State of Michigan continues to improve.

### **Contacting the Township's Financial Management**

This report is designed to provide a general overview of the Township's financial position and comply with finance-related regulations. If you have any further questions about this report or request additional information please contact Putnam Township at 3280 West M-36, Pinckney, MI 48169.

## **BASIC FINANCIAL STATEMENTS**

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**PUTNAM TOWNSHIP**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2016**

	<u><b>Governmental Activities</b></u>
<b>ASSETS</b>	
Cash and investments	\$ 1,812,565
Receivables	
Special assessments	309,153
State shared revenues	76,951
Accounts - other	12,226
Capital assets	
Non-depreciable	221,369
Depreciable, net of accumulated depreciation	<u>3,775,774</u>
<b>Total assets</b>	<u><b>6,208,038</b></u>
<b>LIABILITIES</b>	
Accounts payable	41,712
Long-term obligations	
Due within one year	457,574
Due in more than one year	<u>434,437</u>
<b>Total liabilities</b>	<u><b>933,723</b></u>
<b>NET POSITION</b>	
Net investment in capital assets	3,105,132
Restricted for:	
Capital improvements	29,305
Debt service	99,576
Unrestricted	<u>2,040,302</u>
<b>Total net position</b>	<u><u><b>\$ 5,274,315</b></u></u>

The notes of the financial statements are an integral part of this statement.

**PUTNAM TOWNSHIP**

**STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2016**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Total</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
<b>GOVERNMENTAL ACTIVITIES</b>				
General government	\$ (611,365)	\$ 109,579	\$ 3,183	\$ (498,603)
Fire protection	(509,246)			(509,246)
Police protection	(101,922)			(101,922)
Community development/recreation	(161,399)			(161,399)
Public works	(107,904)			(107,904)
Interest on long-term debt	(35,367)			(35,367)
<b>Total governmental activities</b>	<b>\$ (1,527,203)</b>	<b>\$ 109,579</b>	<b>\$ 3,183</b>	<b>(1,414,441)</b>
		<b>General revenues</b>		
		Property taxes	806,947	
		State shared revenues	437,497	
		Gravel/Cable royalties	94,050	
		Interest income		
		Cash and investments	3,135	
		Special assessments	22,168	
		Other income	49,854	
		<b>Total general revenues</b>	<b>1,413,651</b>	
		<b>Change in net position</b>	<b>(790)</b>	
		<b>Net position, July 1, 2015</b>	<b>5,275,105</b>	
		<b>Net position, June 30, 2016</b>	<b>\$ 5,274,315</b>	

The notes of the financial statements are an integral part of this statement.

**FUND FINANCIAL STATEMENTS**

**PUTNAM TOWNSHIP**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**JUNE 30, 2016**

	<b>MAJOR FUNDS</b>				<b>Total</b>
	<b>General</b>	<b>Fire Millage</b>	<b>Fire Capital Outlay</b>	<b>Other Nonmajor Funds</b>	
<b>ASSETS</b>					
Cash and investments	\$ 1,087,828	\$ 137,539	\$ 346,422	\$ 240,776	\$ 1,812,565
Receivable					
Special assessments					
Current	77,288				77,288
Deferred	231,865				231,865
State shared revenues	76,951				76,951
Others	11,060				11,060
Due from other funds	64,316				64,316
<b>Total assets</b>	<b>\$ 1,549,308</b>	<b>\$ 137,539</b>	<b>\$ 346,422</b>	<b>\$ 240,776</b>	<b>\$ 2,274,045</b>
<b>LIABILITIES</b>					
Accounts payable	\$ 41,712	\$	\$	\$	\$ 41,712
Due to other funds	51	63,099			63,150
<b>Total liabilities</b>	<b>41,763</b>	<b>63,099</b>			<b>104,862</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable revenue	309,153				309,153
<b>FUND BALANCES</b>					
<b>Restricted for:</b>					
Capital outlay			29,305		29,305
Debt service				99,576	99,576
<b>Committed for:</b>					
Capital improvements	46,929				46,929
<b>Assigned for:</b>					
Future deficit	612,282	74,440	317,117	141,200	1,145,039
<b>Unassigned</b>	<b>539,181</b>				<b>539,181</b>
<b>Total fund balances</b>	<b>1,198,392</b>	<b>74,440</b>	<b>346,422</b>	<b>240,776</b>	<b>1,860,030</b>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 1,549,308</b>	<b>\$ 137,539</b>	<b>\$ 346,422</b>	<b>\$ 240,776</b>	<b>\$ 2,274,045</b>

The notes to the financial statements are an integral part of this statement.



PUTNAM TOWNSHIP

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION  
OF GOVERNMENTAL ACTIVITIES  
JUNE 30, 2016

<b>Total fund balance per balance sheet</b>		\$ 1,860,030
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		
Cost of capital assets	\$ 5,895,969	
Depreciation	<u>(1,898,826)</u>	
<b>Capital assets net of depreciation</b>		3,997,143
Some liabilities are not due and payable in the current period and therefore are not reported in the funds. These include:		
Bonds payable and notes payable		(892,011)
Unavailable revenues on special assessments was recognized as revenue in the government-wide statements. Assessments are income as they are assessed.		
Unavailable revenue for Patterson Lake Sewer Assessments		<u>309,153</u>
<b>Net position of governmental activities</b>		<u><u>\$ 5,274,315</u></u>

The notes of the financial statements are an integral part of this statement.

**PUTNAM TOWNSHIP**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2016**

	<u>General</u>	<u>Fire Millage</u>	<u>Fire Capital Outlay</u>	<u>Other Nonmajor Funds</u>	<u>Total</u>
<b>REVENUES</b>					
Taxes	\$ 282,021	\$ 376,523	\$ 148,403	\$	\$ 806,947
Licenses and permits	7,980				7,980
Special assessments - principal	88,807				88,807
Special assessments - interest	22,168				22,168
State shared revenues	437,497				437,497
Cablevision fees	82,747				82,747
Gravel pit royalties	11,303				11,303
Grant income	3,183				3,183
Charges for services	109,579				109,579
Interest	1,758	214	821	342	3,135
Miscellaneous	40,936	938			41,874
<b>Total revenues</b>	<u>1,087,979</u>	<u>377,675</u>	<u>149,224</u>	<u>342</u>	<u>1,615,220</u>
<b>EXPENDITURES</b>					
Current:					
General government	584,761				584,761
Community development	59,994				59,994
Fire protection	422,099				422,099
Police protection	101,922				101,922
Recreation	9,436				9,436
Public works	131,767				131,767
Capital outlay:					
General government	41,060				41,060
Fire protection	11,000		7,821		18,821
Debt service:					
Principal	1,596			148,363	149,959
Interest and fiscal charges	435			34,932	35,367
<b>Total expenditures</b>	<u>1,364,070</u>	<u></u>	<u>7,821</u>	<u>183,295</u>	<u>1,555,186</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(276,091)</u>	<u>377,675</u>	<u>141,403</u>	<u>(182,953)</u>	<u>60,034</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	433,099			192,031	625,130
Transfers (out)	(82,031)	(433,099)	(110,000)		(625,130)
<b>Total other financing sources (uses)</b>	<u>351,068</u>	<u>(433,099)</u>	<u>(110,000)</u>	<u>192,031</u>	<u></u>
<b>Net changes in fund balances</b>	74,977	(55,424)	31,403	9,078	60,034
<b>FUND BALANCE, JULY 1, 2015</b>	<u>1,123,415</u>	<u>129,864</u>	<u>315,019</u>	<u>231,698</u>	<u>1,799,996</u>
<b>FUND BALANCE, JUNE 30, 2016</b>	<u>\$ 1,198,392</u>	<u>\$ 74,440</u>	<u>\$ 346,422</u>	<u>\$ 240,776</u>	<u>\$ 1,860,030</u>

The notes to the financial statements are an integral part of this statement.

**PUTNAM TOWNSHIP**

**RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2016**

**Net change in fund balances - governmental funds** \$ 60,034

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlay as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their useful lives as depreciation expense. The amount by which capital outlay exceeded depreciation is as follows:

Capital outlay	\$ 59,881	
Depreciation expense	(205,720)	
<b>Total</b>		(145,839)

Repayment of bonds payable is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position:

Repayment of bonds payable	149,959
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Principal received on special assessments are income as they are levied annually for governmental funds, but they are income when they are levied for Statement of Activities

Principal collected on assessments	(88,807)
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Uncollectable assessments are written off as an expense under full accrual since they were recognized as income the first year of assessments:

Collection of uncollectable accounts previously written off	23,863	
<b>Total</b>		(64,944)

<b>Change in net position of governmental activities</b>		<b>\$ (790)</b>
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The notes to the financial statements are an integral part of this statement.

PUTNAM TOWNSHIP

STATEMENT OF ASSETS AND LIABILITIES  
FIDUCIARY FUNDS  
JUNE 30, 2016

	Trust and Agency	Current Tax	Totals
<b>ASSETS</b>			
Cash and investments	\$ 16,605	\$ 1,217	\$ 17,822
Due from other funds	51		51
<b>Total assets</b>	<b>\$ 16,656</b>	<b>\$ 1,217</b>	<b>\$ 17,873</b>
<b>LIABILITIES</b>			
Due to others	\$ 16,656	\$	\$ 16,656
Due to other funds		1,217	1,217
<b>Total liabilities</b>	<b>\$ 16,656</b>	<b>\$ 1,217</b>	<b>\$ 17,873</b>

The notes to the financial statements are an integral part of this statement.

**NOTES TO FINANCIAL STATEMENTS**

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of Putnam Township conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant policies:

**A. BASIC FINANCIAL STATEMENTS**

In accordance with GASB Statements, the basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (Statement of Net Position and Statement of Activities) report on the Township as a whole, excluding fiduciary activities. Governmental fund types are reported in the government-wide financial statements using the economic resources measurement focus and the accrual basis of accounting, which includes long-term assets and receivables as well as long-term debt and obligations. The government-wide financial statements focus more on the sustainability of the Township as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. Generally, the effect of interfund activity has been removed from the government-wide financial statements.

The government-wide Statement of Net Position reports all financial and capital resources of the Township (excluding fiduciary funds). It is displayed in a format of assets less liabilities equal's net position, with the assets and liabilities shown in order of their relative liquidity. Net positions are required to be displayed in three components: 1) invested in capital assets 2) restricted, and 3) unrestricted. Invested in capital assets, net of related debt is capital assets net of accumulated depreciation and reduced by outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Restricted net positions are those with constraints placed on their use by either: 1) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or 2) imposed by law through constitutional provisions or enabling legislation. All net positions not otherwise classified as restricted, are shown as unrestricted. Generally, the Township would first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

The government-wide Statement of Activities demonstrates the degree to which both direct and indirect expenses of the various functions and programs of the Township are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or identifiable activity. Indirect expenses for administrative overhead are allocated among the functions and activities using a full cost allocation approach and are presented separately to enhance comparability of direct expenses between governments that allocate direct expenses and those that do not. Interest on general long-term debt is not allocated to the various functions. Program revenues include: 1) charges to customers or users who purchase, use or directly benefit from goods, services or privileges provided by a particular function or program and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or program. Taxes, unrestricted investment income and other revenues not identifiable with particular functions or programs are included as general revenues. The general revenues support the net costs of the functions and programs not covered by program revenues.

Also, part of the basic financial statements are fund financial statements for the governmental funds. The focus of the fund financial statements is on major funds, as defined by GASB Statements. Although this reporting model sets forth minimum criteria for determination of major funds (a percentage of assets, liabilities, revenues, or expenditures of fund category and of the governmental funds combined), it also gives governments the option of displaying other funds as major funds. Other non-major funds are combined in a single column on the fund financial statements.

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

The Township reports the following major governmental funds:

- The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The Fire Capital Outlay Fund accounts for the activity associated with the purchasing of capital assets for the fire department. This fund is supported by property taxes approved from a separately voted millage.
- The Fire Millage Fund accounts for the activities related to the transfers made to the General Fund to finance the fire department operations. This fund is supported by property taxes approved by a separately voted millage.

**B. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

The governmental fund financial statements are prepared on a modified accrual basis of accounting. To conform to the modified accrual basis of accounting, certain modifications must be made to the accrual method. These modifications are outlined below:

- A. Revenue is recorded when it becomes both measurable and available (received within 60 days after year-end). Revenue considered susceptible to accrual includes: property taxes, sales and use taxes, licenses, fees and permits, intergovernmental revenues, charges for services and interest.
- B. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.
- C. Disbursements for the purchase of capital assets providing future benefits are considered expenditures. Bond proceeds are reported as another financing source.

With this measurement focus, operating statements present increases and decreases in net current assets and unreserved fund balances as a measure of available spendable resources.

This is the traditional basis of accounting for governmental funds and also is the manner in which these funds are normally budgeted. This presentation is deemed most appropriate to: 1) demonstrate legal and covenant compliance, 2) demonstrate the sources and uses of liquid resources, and 3) demonstrate how the Township's actual revenues and expenditures conform to the annual budget. Since the governmental funds financial statements are presented on a different basis than the governmental activities column of the government-wide financial statements, a reconciliation is provided immediately following each fund statement. These reconciliations briefly explain the adjustments necessary to transform the fund financial statements into the governmental activities column of the government-wide financial statements.

Fiduciary funds account for assets held by the Township in a trustee or agency capacity on behalf of others and, therefore, are not available to support Township programs. Fiduciary funds are not included in the government-wide financial statements as they are not an asset of the Township available to support Township programs.

PUTNAM TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

**C. BUDGETARY DATA**

The board of trustees follows the procedures as outlined in the Uniform Budgeting manual for Local Units of Government in Michigan in the establishment of the various annual budgets.

Each budget is approved by activity, rather than by line item. If and when it becomes necessary to amend certain amounts in the budget, a proposal outlining the desired changes is made to and approved by the Township Board at any of their regular meetings. Budget appropriations made, but not expended by year end, will lapse with the fiscal year end.

Expenditures exceeded budgeted appropriations in several activities.

**D. PROPERTY TAX REVENUE RECOGNITION**

The Township property tax is levied each December 1 on the taxable valuation of property located in the Township as of the preceding December 31. Real and personal property in the Township for the 2015 levy was assessed at adjusted taxable value of \$315,407,350. The Township's general operating tax rate for the 2015 levy was .89040 mills, special fire operating millage was 1.1909 mills, and fire capital outlay millage was .46890 mills. Taxes are due and payable by February 28. Delinquent real property taxes are returned to the County Treasurer for collection. In June 2016, the county revolving fund paid the Township for the delinquent real taxes.

**E. CAPITAL ASSETS**

Under GASB Statements, all capital assets whether owned by governmental activities or business-type activities, are recorded and depreciated in the government-wide financial statements. No capital assets or depreciation are shown in the governmental funds financial statements.

The Township's capital asset policy defines assets with an initial, individual cost of more than \$5,000 and an estimated useful life greater than one year. Land is considered a capital asset regardless of initial cost. Capital assets are recorded at cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated fair market 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 assets lives are not capitalized. Major improvements are capitalized and depreciated over the remaining useful lives of the related capital assets.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Buildings, structures and improvements	10 to 50 years
Machinery and equipment	5 to 40 years

Any capital assets transferred between governmental activities are transferred at their net book value (cost less accumulated depreciation), as of the date of the transfer.



PUTNAM TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

**F. MANAGEMENT ESTIMATES**

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

**G. OTHER FINANCING SOURCES (USES)**

The transfers of cash between the various funds are budgeted but reported separate from revenues and expenditures as transfers in or (out) unless they represent temporary advances that are to be repaid, in which case they are carried as assets or liabilities of the advancing or borrowing fund.

**H. FUND EQUITY**

Under statements established by GASB there are five fund balance classifications: Nonspendable, restricted, committed, assigned, and unassigned.

In the fund financial statements, governmental funds report the following components of fund balance:

- Nonspendable - Amounts that are not in spendable form or are legally or contractually required to be maintained intact.
- Restricted - Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose.
- Committed - Amounts that have been formally set aside by the Township board for use for specific purposes. Commitments are made and can be rescinded only via resolution of the Township board.
- Assigned - Intent to spend resources on specific purposes expressed by the Township Board; or Supervisor, Clerk, and Treasurer; who are authorized by policy approved by the Township Board to make assignments. All current year assignments have been made by the Township Board.
- Unassigned - Amounts that do not fall into any other aforementioned category. This is the residual classification for amounts in the General Fund and represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes in the General Fund. In other governmental funds, only negative unassigned amounts are reported, if any, and represent expenditures incurred for specific purposes exceeding the amounts previously restricted, committed, or assigned to those purposes.

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

**I. DEFERRED OUTFLOWS/INFLOWS OF RESOURCES**

In addition to assets, the statement of net position and governmental funds balance sheet will sometimes report a separate section for deferred outflows of resources. The 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) until that time. The Township does not have any items that qualify for reporting in this category.

In addition to liabilities, the statement of net position and governmental funds balance sheet 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 or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Township has one item that qualifies for reporting in this category, which is the unavailable revenue, reported in the governmental funds balance sheets. Unavailable revenue is revenue that is legally due the Township but which will not be collected within 60 days after year-end and therefore does not meet the availability criteria for revenue recognition.

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 2 - FINANCIAL REPORTING ENTITY**

This report includes all of the funds of Putnam Township. The reporting entity for the Township consists of (a) the primary government, (b) organizations for which the primary government is financially accountable and (c) other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. A legally separate organization should be reported as a component unit if the elected officials of the primary government are financially accountable to the organization. The primary government is financially accountable (1) if it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization or (2) there is a potential for the organization to provide specific financial benefits to or burdens on the primary government. The primary government may be financially accountable if an organization is fiscally dependent on the primary government. A legally separate tax exempt organization should be reported as a component unit of a reporting entity if all of the following criteria are met: (1) the economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units, or its constituents; (2) the primary government is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the separate organization; (3) the economic resources received or held by an individual organization that the specific primary government or its component units, is entitled to, or has the ability to otherwise access, are significant to that primary government. Blended component units, although legally separate entities, are, in substance, part of the government's operations and are reported with similar funds of the primary government. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the primary government. The Township has no discretely presented component units or blended component units.

In accordance with GASB statements, all funds, agencies, and activities of Putnam Township have been included in the financial statements.

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 3 - CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2016, was as follows:

	<b>Balance 7/1/2015</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance 6/30/2016</b>
Capital assets not being depreciated:				
Land	\$ 221,369	\$	\$	\$ 221,369
<b>Total costs non-depreciable assets</b>	221,369			221,369
Depreciable capital assets:				
Buildings and Improvements	3,779,756			3,779,756
Machinery and equipment	1,834,962	59,882		1,894,844
<b>Total costs of depreciable capital assets</b>	5,614,718	59,882		5,674,600
Accumulated depreciation				
Buildings and improvements	(142,547)	(61,327)		(203,874)
Machinery and equipment	(1,550,558)	(144,394)		(1,694,952)
<b>Total accumulated depreciation</b>	(1,693,105)	(205,721)		(1,898,826)
Net depreciable capital assets	3,921,613	(145,839)		3,775,774
<b>Total capital assets for governmental activities</b>	\$ 4,142,982	\$ (145,839)	\$	3,997,143
Long term debt outstanding at June 30, 2016, which is related to capital assets				(892,011)
<b>Capital assets net of related debt</b>				\$ 3,105,132

PUTNAM TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016

**NOTE 3 - CAPITAL ASSETS - continued**

**Depreciation Expense**

Depreciation expense is being recorded in the government-wide Statement of Activities based upon the activity utilizing the assets. The Township utilizes the straight line method to depreciate capital assets over their estimated useful lives. Depreciation expense was charged to the following activities:

Fire protection	\$ 87,147
Senior center	6,775
General government	26,604
Parks and recreation	85,195
	<hr/>
	\$ 205,721
	<hr/> <hr/>

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 4 - INTERFUND RECEIVABLES AND PAYABLES**

The amounts of interfund receivables and payables are as follows:

<u>Due To</u>	<u>Due From</u>	<u>Amount</u>	<u>Explanation</u>
General Fund	Current Tax	\$ 1,217	Original loan
Trust & Agency	General Fund	51	Bank charges
General Fund	Fire Operating Fund	63,099	Reimbursement for operations
	Total	<u>\$ 64,367</u>	

These are short term in nature.

**NOTE 5 - INTERFUND TRANSFERS**

Interfund transfers for the year ended June 30, 2016, are as follows:

<u>Transfer In</u>	<u>Transfer Out</u>	<u>Amount</u>	<u>Explanation</u>
General Fund	Fire Operating Fund	\$ 433,099	Fire expense reimbursement
Fire Hall Debt Service Fund	Fire Capital Outlay Fund	110,000	To Fund Debt Service Fund
Township Hall Debt Service	General Fund	82,031	To Fund Debt Service Fund
		<u>\$ 625,130</u>	

**NOTE 6 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS**

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of Federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan. The deposits are in accordance with statutory authority.

The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investments in all of the investments mentioned in the preceding paragraph.

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 6 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS - continued**

As of June 30, 2016, deposits and investments consist of the following:

<b>Deposits</b>	
Checking accounts	\$ 202,750
Money market accounts	579,409
Savings accounts	102
Certificates of deposit - Investment	348,336
<b>Total deposits</b>	<b>1,130,597</b>
 <b>Investments</b>	
MBIA Investment pool	717,419
<b>Total deposits and investments</b>	<b><u><u>\$ 1,848,016</u></u></b>

The carrying amount of deposits and investments is stated at \$1,830,387 as of June 30, 2016, in the Statement of Net Position and Statement of Assets and Liabilities - Fiduciary Funds. The difference between the carrying amounts and the amounts mentioned above stem from cash on hand of \$100, and outstanding items.

**Deposits - Custodial Credit Risk**

This is the risk that in the event of a bank failure, the Township will be able to recover its deposits. The Township does not have a deposit policy for custodial credit risk. The Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

As of June 30, 2016, deposits in banks totaled \$1,130,597 which was exposed to custodial credit risk as follows:

Insured by FDIC	\$ 1,130,597
Uninsured and uncollateralized	
	<b><u><u>\$ 1,130,597</u></u></b>

According to the FDIC insurance for Government accounts, there is up to \$250,000 for the combined amount of all time and savings accounts (including NOW accounts) and, up to \$250,000 for the combined amount of all demand deposit accounts.

**Investment - Credit Risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Township investment policy limits investments to those authorized by Public Act 20 of 1943. Commercial paper must be rated within the two (2) highest classifications established by not less than two (2) standard ratings services. Ratings are not required for U.S. Treasuries and money market accounts. As of June 30, 2016, the Township's investments were exposed to credit risk as follows:

<b>Investment Type</b>	<b>Rating by Standard &amp; Poor's</b>	<b>Amount</b>
MBIA Investment Pool	AAA/m	\$ 714,419

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 7 - LONG-TERM OBLIGATIONS**

**Debt Related To Multi-Lakes Area Sewer Authority**

Putnam Township residents on Patterson Lake connected to the sewer system maintained by the Multi-Lakes Authority. Putnam Township is also a member of the Multi-Lakes Authority.

Putnam Township created a special assessment district for purposes of constructing the sewer collection lines to serve the residents on Patterson Lake. Lyndon and Unadilla Townships also created special assessment districts to construct sewer collection lines to their residents.

Bonds were sold to finance the construction through the Washtenaw County Department of Public Works. The three Townships have been repaying the bonds (debt) through their special assessment districts. The three Townships share of the debt obligation based on the proportion of REU's (residential equivalent units) it serves which were as follows:

Putnam Township	31.012
Lyndon Township	39.601
Unadilla Township	<u>29.387</u>
<b>Total</b>	<b><u><u>100.000</u></u></b>

The total bond proceeds were \$7,850,000 of which Putnam Township was responsible for \$2,434,442.

**Debt Related To Construction of New Township Hall**

In 2007, bonds were sold through The Bank of New York Trust Company to finance the construction of a new Township Hall. Putnam Township is responsible for the bond proceeds of \$700,000. General Fund monies have been and will continue to be used to repay the debt.

**Debt Related to Construction of New Fire Station**

The Township entered into an installment agreement with PNC Bank for financing of the new township fire station. The total proceeds received were \$1,000,000. Fire millage monies will be used to repay the debt.

The following is a summary of the Township's long-term debt obligations:

Loan payable to Washtenaw County for the Multi-Lakes Sanitary Sewer System Phase II Bonds, Series 2002; payable in annual principal payments of \$1,596, plus interest of 3% to 6% paid annually, maturity date of April 1, 2020. In 2013 the Township paid all available callable bonds reducing this debt by several hundred thousand dollars. Subsequent to year end, this loan was paid in full. Consequently the full amount is shown as current.

Loan payable to The Bank of New York Trust Company for the 2007 General Obligation Capital Improvement Bonds; payable in annual principal payments in the range of \$25,000 to \$65,000, plus interest of 4.25% to 4.5% paid semi-annually, maturity date is May 1, 2022. This bond is callable on May 1, 2017. The board has budgeted in its next year's budget the amount to pay this in full. Consequently the total amount is shown as current.

Loan payable to PNC Bank for an installment agreement to construct a new fire station; payable in monthly payments of \$9,583 including principal and interest, interest rate is 2.82%, maturity date is June 1, 2021.



**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 7 - LONG-TERM OBLIGATIONS - continued**

A summary of the Township's long-term obligations as of June 30, 2016, and transactions during the year then ended are as follows:

	<u>Balance at 7/1/2015</u>	<u>Additions</u>	<u>Principal Payments</u>	<u>Balance at 6/30/2016</u>	<u>Current Portion of Long-term Debt</u>
Washtenaw County Sewage - Disposal System Bonds Multi-Lakes Phase II, Series 2002	\$ 7,980	\$	\$ (1,596)	\$ 6,384	\$ 6,384
2007 General Obligation Capital Improvement Bonds	400,000		(50,000)	350,000	350,000
PNC Installment Agreement	<u>633,990</u>		<u>(98,363)</u>	<u>535,627</u>	<u>101,190</u>
	<u>\$ 1,041,970</u>	<u>\$</u>	<u>\$ (149,959)</u>	<u>\$ 892,011</u>	<u>\$ 457,574</u>

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 7 - LONG-TERM OBLIGATIONS - continued**

The following is a schedule of future principal and interest payments to service the long-term obligations of the Township:

**Bonds Payable & Installment Agreement**

<u>Year ending</u>	<u>Multi-Lakes Phase II Bonds</u>			<u>2007 General Obligation</u>			<u>PNC Installment Purchase Agreement</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 6,384	\$ 319	\$ 6,703	\$ 350,000	\$ 15,425	\$ 365,425	\$ 101,190	\$ 13,805	\$ 114,995
2018							104,081	10,915	114,996
2019							107,054	7,941	114,995
2020							110,112	4,880	114,992
2021							113,190	1,740	114,930
	<u>\$ 6,384</u>	<u>\$ 319</u>	<u>\$ 6,703</u>	<u>\$ 350,000</u>	<u>\$ 15,425</u>	<u>\$ 365,425</u>	<u>\$ 535,627</u>	<u>\$ 39,281</u>	<u>\$ 574,908</u>

<u>Year ending</u>	<u>Total</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 457,574	\$ 29,549	\$ 487,123
2018	104,081	10,915	114,996
2019	107,054	7,941	114,995
2020	110,112	4,880	114,992
2021	113,190	1,740	114,930
	<u>\$ 892,011</u>	<u>\$ 55,025</u>	<u>\$ 947,036</u>

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**NOTE 8 - RISK MANAGEMENT**

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Township. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

**NOTE 9 - GRANT ACTIVITIES**

The Township has been a recipient of various federal and state grant funds. These grants are still subject to financial and compliance audits by the grantors.

**NOTE 10 - SUBSEQUENT EVENTS**

Subsequent events have been evaluated through October 17, 2016, which is the date the financial statements were available to be issued. Other than the bond payments mentioned in Note 7, management has determined the Township did not have any material recognizable or nonrecognizable events.

**REQUIRED SUPPLEMENTARY INFORMATION**

PUTNAM TOWNSHIP

GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2016

	Budgets		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$	\$	\$ 282,021	\$
Special assessment - principal			88,807	
Special assessment - interest			22,168	
Licenses and permits			7,980	
State shared revenues			437,497	
Cablevision fees			82,747	
Gravel pit royalties			11,303	
Charges for services			109,579	
Grants			3,183	
Interest			1,758	
Miscellaneous			40,936	
<b>Total revenues</b>	<u>1,016,036</u>	<u>1,016,036</u>	<u>1,087,979</u>	<u>71,943</u>
<b>EXPENDITURES</b>				
Township board	114,570	154,570	138,434	16,136
Supervisor	52,172	52,172	50,255	1,917
Assessor	56,400	56,400	61,230	(4,830)
Election	14,000	14,000	16,693	(2,693)
Clerk	59,084	59,084	55,254	3,830
Board of review	2,000	2,000	1,723	277
Treasurer	72,393	72,393	69,086	3,307
Cemetery	2,000	4,500	4,655	(155)
Township hall	93,300	104,300	107,772	(3,472)
Senior center	55,243	55,243	59,994	(4,751)
Town square	13,300	13,300	14,912	(1,612)
Public safety-fire department	458,848	458,848	433,099	25,749
Public safety-police	118,604	142,604	142,982	(378)
Unallocated	21,500	21,500	18,726	2,774
Highways, streets, recycling	95,400	145,400	131,767	13,633
Recreation	8,000	8,000	9,436	(1,436)
Zoning	28,142	28,142	19,962	8,180
Planning commission	29,200	29,200	21,205	7,995
Downtown Development Authority			958	(958)
136 S. Howell Street - building and grounds	5,000	5,000	3,896	1,104
Debt service	79,576	79,576	2,031	77,545
<b>Total expenditures</b>	<u>1,378,732</u>	<u>1,506,232</u>	<u>1,364,070</u>	<u>142,162</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(362,696)</u>	<u>(490,196)</u>	<u>(276,091)</u>	<u>214,105</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in	458,848	463,848	433,099	(30,749)
Transfer (out)	(70,000)	(75,000)	(82,031)	(7,031)
<b>Total other financing sources (uses)</b>	<u>388,848</u>	<u>388,848</u>	<u>351,068</u>	<u>(37,780)</u>
<b>Net change in fund balance</b>	<u>26,152</u>	<u>(101,348)</u>	<u>74,977</u>	<u>176,325</u>
<b>FUND BALANCE, JULY 1, 2015</b>	<u>1,123,415</u>	<u>1,123,415</u>	<u>1,123,415</u>	
<b>FUND BALANCE, JUNE 30, 2016</b>	<u>\$ 1,149,567</u>	<u>\$ 1,022,067</u>	<u>\$ 1,198,392</u>	<u>\$ 176,325</u>

**PUTNAM TOWNSHIP**

**FIRE MILLAGE FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>Budgets</u>		<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Fire millage	\$	\$	\$ 376,523	\$
Interest			214	
Other			938	
			<u>377,675</u>	
<b>Total revenues</b>	366,900	366,900	377,675	10,775
<b>EXPENDITURES</b>				
Tax chargebacks	<u>1,000</u>	<u>1,000</u>		<u>1,000</u>
<b>Excess of revenues over (under) expenditures</b>	365,900	365,900	377,675	11,775
<b>OTHER FINANCING (USES)</b>				
Transfers (out)	<u>(458,849)</u>	<u>(458,849)</u>	<u>(433,099)</u>	<u>25,750</u>
<b>Net change in fund balance</b>	(92,949)	(92,949)	(55,424)	37,525
<b>FUND BALANCE, JULY 1, 2015</b>	<u>129,864</u>	<u>129,864</u>	<u>129,864</u>	
<b>FUND BALANCE, JUNE 30, 2016</b>	<u>\$ 36,915</u>	<u>\$ 36,915</u>	<u>\$ 74,440</u>	<u>\$ 37,525</u>

**PUTNAM TOWNSHIP**

**FIRE CAPITAL OUTLAY FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2016**

	Budgets		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
<b>REVENUES</b>				
Fire millage	\$	\$	\$ 148,403	\$
Interest			821	
<b>Total revenues</b>	142,100	142,100	149,224	7,124
<b>EXPENDITURES</b>				
Fire protection	500	500	7,821	(7,321)
<b>Excess of revenues over (under) expenditures</b>	141,600	141,600	141,403	(197)
<b>OTHER FINANCING (USES)</b>				
Transfers (out)	(120,000)	(120,000)	(110,000)	10,000
<b>Net change in fund balance</b>	21,600	21,600	31,403	9,803
<b>FUND BALANCE, JULY 1, 2015</b>	315,019	315,019	315,019	
<b>FUND BALANCE, JUNE 30, 2016</b>	\$ 336,619	\$ 336,619	\$ 346,422	\$ 9,803

**SUPPLEMENTARY INFORMATION**



## **COMBINING STATEMENTS**

**PUTNAM TOWNSHIP**  
**COMBINING BALANCE SHEET**  
**FUNDS INCLUDED IN GENERAL FUND CONSOLIDATION**  
**JUNE 30, 2016**

	<b>General Fund Prior to Consolidation</b>	<b>New Township Hall Improvement Fund</b>	<b>Patterson Lake Sewer Debt Service Fund</b>	<b>Eliminations</b>	<b>Totals Restated General Fund</b>
<b>ASSETS</b>					
Cash and investments	\$ 684,408	\$ 46,929	\$ 356,491	\$	\$ 1,087,828
Accounts receivable - other	11,060				11,060
Accounts receivable - special assessments			309,153		309,153
State shared revenue receivable	76,951				76,951
Due from other funds	719,408			(655,092)	64,316
<b>Total assets</b>	<b>\$ 1,491,827</b>	<b>\$ 46,929</b>	<b>\$ 665,644</b>	<b>\$ (655,092)</b>	<b>\$ 1,549,308</b>
<b>LIABILITIES</b>					
Accounts payable	\$ 41,712	\$	\$	\$	\$ 41,712
Due to other funds	51		655,092	(655,092)	51
<b>Total liabilities</b>	<b>41,763</b>		<b>655,092</b>	<b>(655,092)</b>	<b>41,763</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable revenue			309,153		309,153
<b>FUND BALANCES</b>					
Committed - capital improvement		46,929			46,929
Assigned - future deficit	612,282				612,282
Unassigned	837,782		(298,601)		539,181
<b>Total fund balances</b>	<b>1,450,064</b>	<b>46,929</b>	<b>(298,601)</b>		<b>1,198,392</b>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 1,491,827</b>	<b>\$ 46,929</b>	<b>\$ 665,644</b>	<b>\$ (655,092)</b>	<b>\$ 1,549,308</b>

PUTNAM TOWNSHIP

COMBINING BALANCE SHEET  
ALL NONMAJOR FUNDS  
JUNE 30, 2016

	<u>Fire Hall Debt Service Fund</u>	<u>Township Hall Debt Service Fund</u>	<u>Total</u>
<b>ASSETS</b>			
Cash and investments	\$ 87,395	\$ 153,381	\$ 240,776
<b>FUND BALANCE</b>	<u>\$ 87,395</u>	<u>\$ 153,381</u>	<u>\$ 240,776</u>

**PUTNAM TOWNSHIP**  
**COMBINING BALANCE SHEET**  
**ALL AGENCY FUNDS**  
**JUNE 30, 2016**

	<b>Trust and Agency</b>	<b>Current Tax</b>	<b>Totals</b>
<b>ASSETS</b>			
Cash and investments	\$ 16,605	\$ 1,217	\$ 17,822
Due from other funds	51		51
<b>Total assets</b>	<b>\$ 16,656</b>	<b>\$ 1,217</b>	<b>\$ 17,873</b>
 <b>LIABILITIES</b>			
Due to others	\$ 16,656	\$	\$ 16,656
Due to other funds		1,217	1,217
<b>Total liabilities</b>	<b>\$ 16,656</b>	<b>\$ 1,217</b>	<b>\$ 17,873</b>

PUTNAM TOWNSHIP

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 FUNDS INCLUDED IN GENERAL FUND CONSOLIDATION  
 FOR THE YEAR ENDED JUNE 30, 2016

	General Fund Prior to Consolidation	New Township Hall Improvement Fund	Patterson Lake Sewer Debt Service Fund	Eliminations	Totals Restated General Fund
<b>REVENUES</b>					
Taxes	\$ 282,021	\$	\$	\$	\$ 282,021
Special assessments - principal			88,807		88,807
Special assessments - interest			22,168		22,168
Licenses and permits	7,980				7,980
State shared revenues	437,497				437,497
Cablevision fees	82,747				82,747
Gravel pit royalties	11,303				11,303
Charges for services	109,579				109,579
Grant revenue	3,183				3,183
Interest	1,259	126	373		1,758
Miscellaneous	40,921		15		40,936
<b>Total revenues</b>	<b>976,490</b>	<b>126</b>	<b>111,363</b>		<b>1,087,979</b>
<b>EXPENDITURES</b>					
Current:					
General government	584,761				584,761
Community development	59,994				59,994
Fire protection	422,099				422,099
Police protection	101,922				101,922
Recreation	9,436				9,436
Public works	131,767				131,767
Capital outlay:					
General government	41,060				41,060
Fire protection	11,000				11,000
Debt service:					
Principal			1,596		1,596
Interest and fiscal charges			435		435
<b>Total expenditures</b>	<b>1,362,039</b>		<b>2,031</b>		<b>1,364,070</b>
<b>Excess of revenues over (under) expenditures</b>	<b>(385,549)</b>	<b>126</b>	<b>109,332</b>		<b>(276,091)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	483,099	5,000		(55,000)	433,099
Transfers (out)	(87,031)	(50,000)		55,000	(82,031)
<b>Total other financing sources (uses)</b>	<b>396,068</b>	<b>(45,000)</b>			<b>351,068</b>
<b>Net changes in fund balances</b>	<b>10,519</b>	<b>(44,874)</b>	<b>109,332</b>		<b>74,977</b>
<b>FUND BALANCE, JULY 1, 2015</b>	<b>1,439,545</b>	<b>91,803</b>	<b>(407,933)</b>		<b>1,123,415</b>
<b>FUND BALANCE, JUNE 30, 2016</b>	<b>\$ 1,450,064</b>	<b>\$ 46,929</b>	<b>\$ (298,601)</b>	<b>\$</b>	<b>\$ 1,198,392</b>

**PUTNAM TOWNSHIP**

**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
ALL NONMAJOR FUNDS  
FOR THE YEAR ENDED JUNE 30, 2016**

	<b>Fire Hall Debt Service Fund</b>	<b>Township Hall Debt Service Fund</b>	<b>Total</b>
	<u>          </u>	<u>          </u>	<u>          </u>
<b>REVENUES</b>			
Interest income	\$ 22	\$ 320	\$ 342
	<u>          </u>	<u>          </u>	<u>          </u>
<b>EXPENDITURES</b>			
Bond - principal	98,363	50,000	148,363
Bond - interest	16,632	17,550	34,182
Fees		750	750
	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total expenditures</b>	<u>114,995</u>	<u>68,300</u>	<u>183,295</u>
<b>Excess of revenue over (under) expenditures</b>	(114,973)	(67,980)	(182,953)
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer in	<u>110,000</u>	<u>82,031</u>	<u>192,031</u>
<b>Net change in fund balances</b>	(4,973)	14,051	9,078
<b>FUND BALANCE JULY 1, 2015</b>	<u>92,368</u>	<u>139,330</u>	<u>231,698</u>
<b>FUND BALANCE JUNE 30, 2016</b>	<u>\$ 87,395</u>	<u>\$ 153,381</u>	<u>\$ 240,776</u>

**INDIVIDUAL FUNDS**

**GENERAL FUND (PRIOR TO CONSOLIDATION)**



**PUTNAM TOWNSHIP**  
**GENERAL FUND (PRIOR TO CONSOLIDATION)**  
**BALANCE SHEET**  
**JUNE 30, 2016**

**ASSETS**

Cash and investments	\$	684,408
Accounts receivable - other		11,060
State shared revenue receivable		76,951
Due from other funds		<u>719,408</u>

<b>Total assets</b>		<b><u><u>\$ 1,491,827</u></u></b>
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**LIABILITIES**

Accounts payable	\$	41,712
Due to other funds		<u>51</u>

<b>Total liabilities</b>		<b>\$ 41,763</b>
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**FUND BALANCE**

		<u>1,450,064</u>
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<b>Total liabilities and fund balance</b>		<b><u><u>\$ 1,491,827</u></u></b>
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This supplementary information shows the General Fund prior to the GASB standards, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

**PUTNAM TOWNSHIP**

**GENERAL FUND (PRIOR TO CONSOLIDATION)  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>REVENUES</b>			
Taxes	\$ 271,500	\$ 282,021	\$ 10,521
Licenses and permits	7,950	7,980	30
State shared revenues	435,798	437,497	1,699
Charges for services	99,900	109,579	9,679
Miscellaneous	<u>100,100</u>	<u>139,413</u>	<u>39,313</u>
<b>Total revenues</b>	<u>915,248</u>	<u>976,490</u>	<u>61,242</u>
<b>EXPENDITURES</b>			
Township board	154,570	138,434	16,136
Supervisor	52,172	50,255	1,917
Assessor	56,400	61,230	(4,830)
Election	14,000	16,693	(2,693)
Clerk	59,084	55,254	3,830
Board of review	2,000	1,723	277
Treasurer	72,393	69,086	3,307
Cemetery	4,500	4,655	(155)
Township hall	104,300	107,772	(3,472)
Senior center	55,243	59,994	(4,751)
Town square	13,300	14,912	(1,612)
Public safety-fire department	458,848	433,099	25,749
Public safety-police	142,604	142,982	(378)
Unallocated	21,500	18,726	2,774
Highways, streets, recycling	145,400	131,767	13,633
Recreation	8,000	9,436	(1,436)
Zoning	28,142	19,962	8,180
Planning commission	29,200	21,205	7,995
Downtown Development Authority 136 S. Howell Street	<u>5,000</u>	<u>3,896</u>	<u>1,104</u>
<b>Total expenditures</b>	<u>1,426,656</u>	<u>1,362,039</u>	<u>64,617</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(511,408)</u>	<u>(385,549)</u>	<u>125,859</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	513,848	483,099	(30,749)
Transfers (out)	<u>(75,000)</u>	<u>(87,031)</u>	<u>(12,031)</u>
<b>Total other financing sources (uses)</b>	<u>438,848</u>	<u>396,068</u>	<u>(42,780)</u>
<b>Net change in fund balance</b>	<u>(72,560)</u>	<u>10,519</u>	<u>83,079</u>
<b>FUND BALANCE, JULY 1, 2015</b>	<u>1,439,545</u>	<u>1,439,545</u>	
<b>FUND BALANCE, JUNE 30, 2016</b>	<u>\$ 1,366,985</u>	<u>\$ 1,450,064</u>	<u>\$ 83,079</u>

This supplementary information shows the General Fund prior to the GASB standards, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

PUTNAM TOWNSHIP

**GENERAL FUND (PRIOR TO CONSOLIDATION)  
STATEMENT OF REVENUES - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2016**

	<b>Amended Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
<b>TAXES</b>			
Current property taxes	\$ 271,500	\$ 282,021	\$ 10,521
<b>LICENSES AND PERMITS</b>			
Land and special use permits		7,345	
Trailer permits		350	
Dog licenses		285	
<b>Total licenses and permits</b>	7,950	7,980	30
<b>STATE SHARED REVENUES</b>	435,798	437,497	1,699
<b>CHARGES FOR SERVICES</b>			
Tax administration fees		88,320	
Tax collection fees		10,181	
Board of appeals		1,800	
Planning application		100	
Election		8,878	
Outdoor assembly applications		300	
<b>Total charges for services</b>	99,900	109,579	9,679
<b>MISCELLANEOUS REVENUES</b>			
Senior grant		3,183	
Metro act		9,430	
Miscellaneous		955	
Interest		1,259	
Cablevision fees		82,747	
Gravel pit		11,303	
Reimbursements		30,536	
<b>Total miscellaneous revenues</b>	100,100	139,413	39,313
<b>Total revenues</b>	\$ 915,248	\$ 976,490	\$ 61,242

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**PUTNAM TOWNSHIP**

**GENERAL FUND (PRIOR TO CONSOLIDATION)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>TOWNSHIP BOARD</b>			
Salaries	\$	\$ 15,210	\$
Audit		12,775	
Legal		53,995	
Codification		2,380	
Bank fees		1,644	
Website/newsletter		3,008	
Publications		4,963	
Dues		16,474	
Data processing		803	
Downtown Development Authority		3,338	
Tax chargebacks		2,887	
Storm drainage		3,750	
IT programs/hardware		15,696	
Miscellaneous		507	
Conference and education		1,004	
	<hr/>	<hr/>	<hr/>
<b>Total township board</b>	<b>154,570</b>	<b>138,434</b>	<b>16,136</b>
	<hr/>	<hr/>	<hr/>
<b>SUPERVISOR</b>			
Salary		33,200	
Mileage		1,238	
Clerical		14,379	
Conference and education		1,400	
Miscellaneous		38	
	<hr/>	<hr/>	<hr/>
<b>Total supervisor</b>	<b>52,172</b>	<b>50,255</b>	<b>1,917</b>
	<hr/>	<hr/>	<hr/>
<b>ASSESSOR</b>			
Contract		57,970	
Data processing		2,832	
Supplies		428	
	<hr/>	<hr/>	<hr/>
<b>Total assessor</b>	<b>56,400</b>	<b>61,230</b>	<b>(4,830)</b>
	<hr/>	<hr/>	<hr/>

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PUTNAM TOWNSHIP

GENERAL FUND (PRIOR TO CONSOLIDATION)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued  
FOR THE YEAR ENDED JUNE 30, 2016

	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>ELECTION</b>			
Salaries		9,033	
Clerical		1,820	
Supplies		2,942	
Small equipment		1,945	
Miscellaneous		953	
		<u>          </u>	
<b>Total election</b>	<u>14,000</u>	<u>16,693</u>	<u>(2,693)</u>
<b>CLERK</b>			
Salary		33,200	
Deputy		19,281	
Mileage		481	
Conference and education		2,169	
Miscellaneous		123	
		<u>          </u>	
<b>Total clerk</b>	<u>59,084</u>	<u>55,254</u>	<u>3,830</u>
<b>BOARD OF REVIEW</b>	<u>2,000</u>	<u>1,723</u>	<u>277</u>
<b>TREASURER</b>			
Salary		33,200	
Tax statement preparation		1,711	
Deputy		31,927	
Supplies		163	
Mileage		341	
Conference and education		1,107	
Data processing		560	
Miscellaneous		77	
		<u>          </u>	
<b>Total treasurer</b>	<u>72,393</u>	<u>69,086</u>	<u>3,307</u>
<b>CEMETERY</b>			
Maintenance	<u>4,500</u>	<u>4,655</u>	<u>(155)</u>

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**PUTNAM TOWNSHIP**

**GENERAL FUND (PRIOR TO CONSOLIDATION)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued  
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>TOWNSHIP HALL</b>			
Ground maintenance		29,861	
Hall maintenance		4,166	
Copy maintenance		2,653	
Cleaning services		7,721	
Small equipment and fixtures		5,858	
Supplies		6,797	
Internet		4,870	
IT Services		6,570	
Utilities		4,435	
Insurance		21,775	
Postage		11,913	
Miscellaneous		1,153	
	<hr/>	<hr/>	<hr/>
<b>Total township hall</b>	<b>104,300</b>	<b>107,772</b>	<b>(3,472)</b>
	<hr/>	<hr/>	<hr/>
<b>SENIOR CENTER</b>			
Coordinator		22,098	
Assistant coordinator		3,455	
Mileage		2,446	
Maintenance		13,895	
Capital outlay		2,362	
Internet and phone		3,115	
Program expenditure		8,154	
Utilities		2,795	
Events		1,674	
	<hr/>	<hr/>	<hr/>
<b>Total senior center</b>	<b>55,243</b>	<b>59,994</b>	<b>(4,751)</b>
	<hr/>	<hr/>	<hr/>
<b>TOWN SQUARE</b>			
Ground maintenance		8,480	
Portable restrooms		1,432	
Miscellaneous		5,000	
	<hr/>	<hr/>	<hr/>

This supplementary information shows the General Fund prior to the GASB Standards, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

**PUTNAM TOWNSHIP**

**GENERAL FUND (PRIOR TO CONSOLIDATION)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued  
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>PUBLIC SAFETY - FIRE DEPARTMENT</b>			
Salaries		220,143	
Payroll taxes		16,350	
Gear and supplies		17,110	
Other supplies		1,357	
Computer/IT service/cable		3,866	
Insurance		33,613	
Professional fees		1,205	
Utilities		20,660	
EMS fees		2,936	
Mutual aid		712	
Gas and oil		6,329	
Dues and subscriptions		5,852	
Training		5,415	
Uniforms		5,168	
Equipment maintenance		80,193	
Building maintenance		8,521	
Operating supplies and parts		1,424	
Miscellaneous		2,245	
	<u>458,848</u>	<u>433,099</u>	<u>25,749</u>
<b>PUBLIC SAFETY - POLICE</b>			
Early warning system		45,214	
Police contracted services		97,768	
	<u>142,604</u>	<u>142,982</u>	<u>(378)</u>
<b>UNALLOCATED</b>			
Township - FICA, Medicare and unemployment	<u>21,500</u>	<u>18,726</u>	<u>2,774</u>
<b>HIGHWAYS, STREETS, BRIDGES</b>			
Road maintenance	<u>145,400</u>	<u>131,767</u>	<u>13,633</u>
<b>RECREATION</b>			
Maintenance and capital improvements	<u>8,000</u>	<u>9,436</u>	<u>(1,436)</u>

This supplementary information shows the General Fund prior to the GASB Standards, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

**PUTNAM TOWNSHIP**

**GENERAL FUND (PRIOR TO CONSOLIDATION)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued  
FOR THE YEAR ENDED JUNE 30, 2016**

	<b>Amended Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
<b>ZONING</b>			
Fees		2,314	
Administrator fees		16,257	
Printing		320	
Mileage		732	
Miscellaneous		339	
<b>Total zoning</b>	28,142	19,962	8,180
 <b>PLANNING COMMISSION</b>			
Fees		4,875	
Planning consultant		16,249	
Millage		81	
<b>Total planning commission</b>	29,200	21,205	7,995
 <b>DOWNTOWN DEVELOPMENT AUTHORITY</b>			
		958	(958)
 <b>131 S. HOWELL STREET</b>			
		3,896	1,104
<b>Total expenditures</b>	\$ 1,426,656	\$ 1,362,039	\$ 64,617

This supplementary information shows the General Fund prior to the GASB Standards, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.