

# **PUTNAM TOWNSHIP**

---

**Report on Audit of Financial Statements**

**For the Year Ended June 30, 2017**

**PUTNAM TOWNSHIP**

**TOWNSHIP OFFICIALS**

Supervisor – Dennis Brennan

Treasurer - Patrick Carney

Clerk - Sally Guyon

**TOWNSHIP BOARD OF TRUSTEES**

Dennis Brennan

Patrick Carney

Sally Guyon

Robert Press

Norman Klein

Tom Chambers

Richard Bennett

**TOWNSHIP ATTORNEY**

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

**TOWNSHIP AUDITORS**

Pfeffer, Hanniford & Palka  
Certified Public Accountants

## TABLE OF CONTENTS

### PAGE NUMBER

#### **INDEPENDENT AUDITOR'S REPORT**

#### **MANAGEMENT DISCUSSION AND ANALYSIS**

7

#### **BASIC FINANCIAL STATEMENTS**

##### **GOVERNMENT-WIDE FINANCIAL STATEMENTS**

Statement of Net Position

13

Statement of Activities

14

##### **FUND FINANCIAL STATEMENTS**

Balance Sheet - Governmental Funds

16

Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities

17

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds

18

Reconciliation of Statement of Revenues, Expenditures and Changes in Fund Balances of

Governmental Funds to the Statement of Activities

19

Statement of Assets and Liabilities - Fiduciary Funds

20

#### **NOTES TO FINANCIAL STATEMENTS**

22

#### **REQUIRED SUPPLEMENTARY INFORMATION**

Statements of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual

General Fund

34

Fire Millage Fund

35

Fire Capital Outlay

36

#### **SUPPLEMENTARY INFORMATION**

##### **COMBINING STATEMENTS**

Combining Balance Sheet - Funds Included in General Fund Consolidation

39

Combining Balance Sheet - Nonmajor Funds

40

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Funds

Included in General Fund Consolidation

41

Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Funds

42

#### **INDIVIDUAL FUND**

##### **GENERAL FUND (PRE GASB 54 RESTATEMENT)**

Balance Sheet

45

Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual

46

Statement of Revenues - Budget and Actual

47

Statement of Expenditures - Budget and Actual

48



---

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

**John M. Pfeffer, C.P.A.**  
**Patrick M. Hanniford, C.P.A.**  
**Kenneth J. Palka, C.P.A.**

*Members:*  
*AICPA Private Practice Companies Section*  
*MACPA*

**225 E. Grand River - Suite 104**  
**Brighton, Michigan 48116-1575**  
**(810) 229-5550**  
**FAX (810) 229-5578**

**INDEPENDENT AUDITOR'S REPORT**

October 27, 2017

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 of Putnam Township, Michigan, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the 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, Michigan, as of June 30, 2017, 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 34 - 36 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, Michigan'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, 2017**

---

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, 2017. 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 \$5,393,517. This is an increase of \$119,202 over last year’s net position of \$5,274,315.

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

**Summary of Net Position**

	<b>Governmental Activities</b>		
	<b>6/30/2017</b>	<b>6/30/2016</b>	<b>Increase (Decrease)</b>
Current and other assets	\$ 1,446,210	\$ 2,210,895	\$ (764,685)
Capital assets	4,434,972	3,997,143	437,829
<b>Total assets</b>	<b>5,881,182</b>	<b>6,208,038</b>	<b>(326,856)</b>
Other liabilities	53,230	41,712	11,518
Long-term liabilities	434,435	892,011	(457,576)
<b>Total liabilities</b>	<b>487,665</b>	<b>933,723</b>	<b>(446,058)</b>
<b>Net position:</b>			
Invested in capital assets, net of related debt	4,000,537	3,105,132	895,405
Restricted	147,464	128,881	18,583
Unrestricted	1,245,516	2,040,302	(794,786)
<b>Total net position</b>	<b>\$ 5,393,517</b>	<b>\$ 5,274,315</b>	<b>\$ 119,202</b>



### Summary of Changes in Net Position

	Governmental Activities		
	6/30/2017	6/30/2016	Increase (Decrease)
<b>Revenues:</b>			
Program revenues			
Charges for services	\$ 119,576	\$ 109,579	\$ 9,997
Operating grants and contributions		3,183	(3,183)
General revenues			
Property taxes	825,154	806,947	18,207
State shared revenues	468,632	437,497	31,135
Other	225,918	169,207	56,711
<b>Total revenues</b>	<u>1,639,280</u>	<u>1,526,413</u>	<u>112,867</u>
<b>Expenses</b>			
General government	604,531	611,365	(6,834)
Community development	55,960	66,768	(10,808)
Fire protection	545,809	509,246	36,563
Police protection	101,015	101,922	(907)
Parks and recreation	97,512	94,631	2,881
Public works	84,732	107,904	(23,172)
Interest on long-term debt	30,519	35,367	(4,848)
<b>Total expenses</b>	<u>1,520,078</u>	<u>1,527,203</u>	<u>(7,125)</u>
<b>Changes in net position</b>	119,202	(790)	119,992
<b>Beginning net position</b>	<u>5,274,315</u>	<u>5,275,105</u>	<u>(790)</u>
<b>Ending net position</b>	<u>\$ 5,393,517</u>	<u>\$ 5,274,315</u>	<u>\$ 119,202</u>

### **Financial Analysis of the Township's Funds**

Putnam Township is reporting three (3) major funds for the year ended June 30, 2017. These funds are:

- The General Fund
- The Fire Millage Fund
- The Fire Capital Outlay Fund

The General Fund decreased its fund balance by \$207,351 during the year. This was due, in large part, to transfers to the Fire Capital Outlay Fund for capital expenditures and transfers to the debt service funds in order to extinguish some of the Township's debt obligations.

The Fire Millage Fund decreased its fund balance by \$51,830. This was mostly due to increased operating expenditures.

The Fire Capital Outlay Fund decreased its fund balance by \$286,368. This was due to a fire vehicle purchase during the year.

### **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 by minor amounts in several activities.

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

The Township purchased a few capital assets during the year, totaling \$654,481. Of this amount, \$21,260 was put towards the purchase of an Early Warning System. The remaining \$633,221 was put towards a fire vehicle. Also, land was donated to the Township. This land was valued at \$15,212.

The Township paid \$457,576 to service the Township's debt.

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

As in other townships, the economy significantly slowed the building and growth activities in Putnam Township several years ago. The 2010 census data reflected a population growth of 8.8% over the 2000 census count, which has led to an increase in the Township's state shared revenues. 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, 2017**

	<b><u>Governmental Activities</u></b>
<b>ASSETS</b>	
Cash and investments	\$ 1,122,057
Receivables	
Special assessments	231,865
State shared revenues	80,783
Accounts	11,505
Capital assets	
Non-depreciable	236,581
Depreciable, net of accumulated depreciation	<u>4,198,391</u>
<b>Total assets</b>	<b><u>\$ 5,881,182</u></b>
 <b>LIABILITIES</b>	
Accounts payable	\$ 53,230
Long-term obligations	
Due within one year	104,081
Due in more than one year	<u>330,354</u>
<b>Total liabilities</b>	<b><u>487,665</u></b>
 <b>NET POSITION</b>	
Invested in capital assets, net of related debt	4,000,537
Restricted for:	
Capital improvements	60,054
Debt service	87,410
Unrestricted	<u>1,245,516</u>
<b>Total net position</b>	<b><u>\$ 5,393,517</u></b>

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

**PUTNAM TOWNSHIP**

**STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2017**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u> <u>Charges for</u> <u>Services</u>	<u>Total</u>
<b>GOVERNMENTAL ACTIVITIES</b>			
General government	\$ (604,531)	\$ 119,576	\$ (484,955)
Community development	(55,960)		(55,960)
Fire protection	(545,809)		(545,809)
Police protection	(101,015)		(101,015)
Parks and recreation	(97,512)		(97,512)
Public works	(84,732)		(84,732)
Interest on long-term debt	(30,519)		(30,519)
<b>Total governmental activities</b>	<u>\$ (1,520,078)</u>	<u>\$ 119,576</u>	<u>(1,400,502)</u>
<b>General revenues</b>			
			825,154
Property taxes			468,632
State shared revenues			1,613
State PPT reimbursement			112,674
Gravel/Cable royalties			6,507
Interest income			17,467
Cash and investments			72,445
Special assessments			15,212
Other income			1,519,704
Donated land			<u>119,202</u>
<b>Total general revenues</b>			<u>5,274,315</u>
<b>Changes in net position</b>			119,202
<b>Net position, July 1, 2016</b>			<u>5,274,315</u>
<b>Net position, June 30, 2017</b>			<u>\$ 5,393,517</u>

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

**FUND FINANCIAL STATEMENTS**

**PUTNAM TOWNSHIP**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**JUNE 30, 2017**

	<b>MAJOR FUNDS</b>				<b>Total</b>
	<b>General Fund</b>	<b>Fire Millage</b>	<b>Fire Capital Outlay</b>	<b>Nonmajor Funds</b>	
<b>ASSETS</b>					
Cash and investments	\$ 881,501	\$ 93,092	\$ 60,054	\$ 87,410	\$ 1,122,057
Receivables:					
Special assessments:					
Current	77,288				77,288
Deferred	154,577				154,577
State shared revenues	80,783				80,783
Accounts - other	10,484				10,484
Due from other funds	65,236				65,236
<b>Total assets</b>	<b>\$ 1,269,869</b>	<b>\$ 93,092</b>	<b>\$ 60,054</b>	<b>\$ 87,410</b>	<b>\$ 1,510,425</b>
<b>LIABILITIES</b>					
Accounts payable	\$ 46,623	\$ 6,267	\$	\$	\$ 52,890
Accrued liabilities	88				88
Due to other funds	252	64,215			64,467
<b>Total liabilities</b>	<b>46,963</b>	<b>70,482</b>			<b>117,445</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable revenues	231,865				231,865
<b>FUND BALANCES</b>					
<b>Restricted for:</b>					
Capital outlay			60,054		60,054
Debt service				87,410	87,410
<b>Committed for:</b>					
Capital improvements	28,056				28,056
<b>Unassigned</b>	<b>962,985</b>	<b>22,610</b>			<b>985,595</b>
<b>Total fund balances</b>	<b>991,041</b>	<b>22,610</b>	<b>60,054</b>	<b>87,410</b>	<b>1,161,115</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 1,269,869</b>	<b>\$ 93,092</b>	<b>\$ 60,054</b>	<b>\$ 87,410</b>	<b>\$ 1,510,425</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, 2017

<b>Total fund balance per balance sheet</b>		\$ 1,161,115
<b>Amounts reported for governmental activities in the Statement of Net Position are different because:</b>		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds:		
Historical cost	\$ 6,565,662	
Depreciation	<u>(2,130,690)</u>	
<b>Total</b>		4,434,972
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		(434,435)
Unavailable revenues on special assessments were recognized as revenue in the government-wide statements. Assessments are income as they are assessed.		
Unavailable revenue for Patterson Lake Sewer Assessments		<u>231,865</u>
<b>Net position of governmental activities</b>		<u>\$ 5,393,517</u>

The notes to 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, 2017**

	MAJOR FUNDS				Total
	General Fund	Fire Millage	Fire Capital Outlay	Nonmajor Funds	
<b>REVENUES</b>					
Taxes	\$ 288,521	\$ 385,057	\$ 151,576	\$	\$ 825,154
Special assessments - principle	77,288				77,288
Special assessments - interest	17,467				17,467
State shared revenues	468,632				468,632
State PPT reimbursement	1,613				1,613
Licenses and permits	6,468				6,468
Cablevision fees	83,558				83,558
Gravel pit royalties	29,116				29,116
Charges for services	119,576				119,576
Interest	4,184	1,576	614	133	6,507
Miscellaneous	32,003	120	30	33,824	65,977
<b>Total revenues</b>	<u>1,128,426</u>	<u>386,753</u>	<u>152,220</u>	<u>33,957</u>	<u>1,701,356</u>
<b>EXPENDITURES</b>					
Current:					
General government	577,496				577,496
Community development	49,185				49,185
Fire protection		431,583	1,367		432,950
Police protection	101,015				101,015
Parks and recreation	12,317				12,317
Public works	84,732				84,732
Capital outlay:					
Fire protection			633,221		633,221
Police protection	21,260				21,260
Debt service:					
Principle	6,384			451,192	457,576
Interest and fees	383			30,136	30,519
<b>Total expenditures</b>	<u>852,772</u>	<u>431,583</u>	<u>634,588</u>	<u>481,328</u>	<u>2,400,271</u>
<b>Excess of revenues over (under) expenditures</b>	<u>275,654</u>	<u>(44,830)</u>	<u>(482,368)</u>	<u>(447,371)</u>	<u>(698,915)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	95,717		311,000	382,722	789,439
Transfers (out)	(578,722)	(7,000)	(115,000)	(88,717)	(789,439)
<b>Total other financing sources (uses)</b>	<u>(483,005)</u>	<u>(7,000)</u>	<u>196,000</u>	<u>294,005</u>	
<b>Net changes in fund balance</b>	<u>(207,351)</u>	<u>(51,830)</u>	<u>(286,368)</u>	<u>(153,366)</u>	<u>(698,915)</u>
<b>FUND BALANCE, JULY 1, 2016</b>	<u>1,198,392</u>	<u>74,440</u>	<u>346,422</u>	<u>240,776</u>	<u>1,860,030</u>
<b>FUND BALANCE, JUNE 30, 2017</b>	<u>\$ 991,041</u>	<u>\$ 22,610</u>	<u>\$ 60,054</u>	<u>\$ 87,410</u>	<u>\$ 1,161,115</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, 2017**

**Net change in fund balances - governmental funds** \$ (698,915)

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

Governmental funds report capital outlays as expenditures and do not record the value of donated assets as an increase in revenues. However, in the Statement of Activities, the cost of those assets are allocated over their useful lives as depreciation expense and donated assets are recorded as General Revenues and fixed assets. The amount by which capital outlays and donated assets exceeded depreciation is as follows:

Capital outlay	\$	654,481
Donated land		15,212
Depreciation expense		<u>(231,864)</u>

**Total** 437,829

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 457,576

Principal received on special assessments are income as they are levied annually for governmental funds, but they are income when they are established for the Statement of Activities:

Principle collected on assessments (77,288)

**Change in net assets of governmental activities** \$ 119,202

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

PUTNAM TOWNSHIP

STATEMENT OF ASSETS AND LIABILITIES  
 FIDUCIARY FUNDS  
 JUNE 30, 2017

	<u>Trust and Agency Fund</u>	<u>Current Tax Fund</u>	<u>Total</u>
<b>ASSETS</b>			
Cash and investments	\$ 16,365	\$ 1,021	\$ 17,386
Due from other funds	<u>252</u>		<u>252</u>
<b>Total assets</b>	<u><u>\$ 16,617</u></u>	<u><u>\$ 1,021</u></u>	<u><u>\$ 17,638</u></u>
<b>LIABILITIES</b>			
Due to others	\$ 16,617	\$	\$ 16,617
Due to other funds		<u>1,021</u>	<u>1,021</u>
<b>Total liabilities</b>	<u><u>\$ 16,617</u></u>	<u><u>\$ 1,021</u></u>	<u><u>\$ 17,638</u></u>

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, 2017

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

Putnam Township's accounting policies conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the 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 plus deferred outflows of resources less liabilities less deferred inflows of resources equals 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, 2017**

**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. This fund accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- 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.
- 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.

**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, 2017

**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.

Actual expenditures exceeded budgeted appropriations in several minor 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 2016 levy was assessed at adjusted taxable value of \$326,532,606. The Township's general operating tax rate for the 2016 levy was .88140 mills, special fire operating millage was 1.17870 mills, and fire capital outlay millage was .46410 mills. Taxes are due and payable by February 28. Delinquent real property taxes are returned to the County Treasurer for collection.

**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, 2017

**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, 2017**

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

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

Under GASB standards, the Township is reporting two new sections in the Statement of Net Position (Government-wide Statements) and in the Balance Sheet (Fund Statements), which are called *deferred outflows* (previously called *assets*) and *deferred inflows* (previously called *liabilities*).

These separate financial statement elements are no longer considered assets or liabilities.

Deferred outflows of resources represent a consumption of net position that applies to a future period. This element will not be recognized as an expense and (or) expenditure until the time restriction is met. The Township does not have any items that qualify for reporting in this category.

Deferred inflows of resources represent an acquisition of net position that applies to a future period. The element will not be recognized as revenue until the time restriction is met. The Township has one item that qualifies for reporting in this category. This item is special assessments receivable, which is generally collected over a 20-year period. Since these revenues are unavailable until a future period (not collectible within 60 days of the fiscal year-end), they are considered deferred inflows of resources on the Balance Sheet under Fund Accounting as of June 30, 2017.

**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, 2017**

**NOTE 3 - CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2017, was as follows:

	<b>Balance 7/1/2016</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance 6/30/2017</b>
<b>Non-depreciable capital assets</b>				
Land	\$ 221,369	\$ 15,212	\$	\$ 236,581
<b>Depreciable capital assets</b>				
Buildings and improvements	3,930,510			3,930,510
Machinery and equipment	1,744,090	654,481		2,398,571
<b>Total depreciable capital assets</b>	5,674,600	654,481		6,329,081
<b>Accumulated depreciation</b>				
Buildings and improvements	(557,530)	(143,967)		(701,497)
Machinery and equipment	(1,341,296)	(87,897)		(1,429,193)
<b>Total accumulated depreciation</b>	(1,898,826)	(231,864)		(2,130,690)
<b>Depreciable capital assets, net</b>	3,775,774	422,617		4,198,391
<b>Governmental activities capital assets net</b>	\$ 3,997,143	\$ 437,829	\$	4,434,972
<b>Long-term debt outstanding at June 30, 2017 related to capital assets</b>				(434,435)
<b>Capital assets, net of related debt</b>				\$ 4,000,537

**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:

General government	\$ 27,035
Community development	6,775
Fire protection	112,859
Parks and recreation	85,195
<b>Total</b>	\$ 231,864

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**NOTE 4 - INTERFUND RECEIVABLES AND PAYABLES**

The amounts of interfund receivables and payables are as follows:

<u>Due to Fund</u>	<u>Due from Fund</u>	<u>Amount</u>	<u>Description</u>
General Fund	Current Tax Fund	\$ 1,021	Original loan repayment
General Fund	Fire Millage Fund	64,215	Reimbursement for operations
Trust and Agency Fund	General Fund	252	Reimbursement for bank charges
<b>Total</b>		<u>\$ 65,488</u>	

These are short term in nature.

**NOTE 5 - INTERFUND TRANSFERS**

Interfund transfers for the year ended June 30, 2017, are as follows:

<u>Transfers In to Fund</u>	<u>Transfers Out from Fund</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Town Hall Debt Service Fund	\$ 88,717	To return funds to the General Fund
Fire Capital Outlay Fund	General Fund	200,000	To fund capital outlay expenditures
Fire Capital Outlay Fund	Patterson Lake Sewer Fund	111,000	To fund capital outlay expenditures
Patterson Lake Sewer Fund	Fire Millage Fund	7,000	Reimbursement
Town Hall Debt Service Fund	General Fund	20,995	To fund the debt service fund
Town Hall Debt Service Fund	Patterson Lake Sewer Fund	246,727	To fund the debt service fund
Road Millage Fund	Road Improvement Fund	<u>115,000</u>	Reimbursement
<b>Total</b>		<u>\$ 789,439</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, 2017**

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

As of June 30, 2017, deposits and investments consist of the following:

	<b>Total</b>
<b>Deposits</b>	
Checking accounts	\$ 410,179
Money market accounts	87,410
<b>Total deposits</b>	497,589
<b>Investments</b>	
MBIA Investment pool	690,989
<b>Total deposits and investments</b>	\$ 1,188,578

As of June 30, 2017, the carrying amount of deposits and investments is stated at \$1,139,443 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 petty cash 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, 2017, deposits in banks totaled \$497,589, which was exposed to custodial credit risk as follows:

	<b>Total</b>
Insured by FDIC	\$ 497,589
Uninsured and uncollateralized	
	\$ 497,589

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, 2017, the Township's investments were exposed to credit risk as follows:

<b>Investment Type</b>	<b>Rating by S &amp; P</b>	<b>Amount</b>
MBIA Investment pool	AAA/m	\$ 690,989

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**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 Water and Sewer Authority. Putnam Township is also a member of the Multi-Lakes Water and Sewer 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 through their special assessment districts. The three Townships' share of the debt obligation is based on the proportion of REU's (residential equivalent units) that it serves. These REU's are as follows:

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

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. Over the years, General Fund monies were 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 are being 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. During the year ended June 30, 2017, the Township paid the remainder of this debt in full.

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. 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. During the year ended June 30, 2017, the Township paid the remainder of this debt in full.

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. The interest rate is 2.82% and the maturity date is June 1, 2021.

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2017**

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

A summary of the Township's long-term obligations as of June 30, 2017 and transactions during the year then ended are as follows:

	<u>Balance at 7/1/2016</u>	<u>Additions</u>	<u>Principal Payments</u>	<u>Balance at 6/30/2017</u>	<u>Current Portion of Long-term Debt</u>
Washtenaw County Sewage - Disposal System Bonds Multi-Lakes Phase II, Series 2002	\$ 6,384	\$	\$ (6,384)	\$	\$
2007 General Obligation Capital Improvement Bonds	350,000		(350,000)		
PNC Installment Agreement	<u>535,627</u>		<u>(101,192)</u>	<u>434,435</u>	<u>104,081</u>
	<u>\$ 892,011</u>	<u>\$</u>	<u>\$ (457,576)</u>	<u>\$ 434,435</u>	<u>\$ 104,081</u>

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

<u>Year ending</u>	<u>PNC Installment Purchase Agreement</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 104,081	\$ 10,915	\$ 114,996
2019	107,054	7,941	114,995
2020	110,112	4,880	114,992
2021	<u>113,188</u>	<u>1,740</u>	<u>114,928</u>
	<u>\$ 434,435</u>	<u>\$ 25,476</u>	<u>\$ 459,911</u>

**PUTNAM TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**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 four 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 27, 2017, which is the date the financial statements were available to be issued. Management has determined the Township did not have any material recognizable or nonrecognizable events.



**REQUIRED SUPPLEMENTARY INFORMATION**

**PUTNAM TOWNSHIP**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017**

	Budget		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$ 272,400	\$ 272,400	\$ 288,521	\$ 16,121
Special assessments - principle	77,133	77,133	77,288	155
Special assessments - interest	19,128	19,128	17,467	(1,661)
State shared revenues	435,000	435,000	468,632	33,632
State PPT reimbursement			1,613	1,613
Licenses and permits	9,000	9,000	6,468	(2,532)
Cablevision fees	72,000	72,000	83,558	11,558
Gravel pit royalties	11,000	11,000	29,116	18,116
Charges for services	98,800	98,800	119,576	20,776
Interest	300	300	4,184	3,884
Miscellaneous	15,900	15,900	32,003	16,103
<b>Total revenues</b>	<b>1,010,661</b>	<b>1,010,661</b>	<b>1,128,426</b>	<b>117,765</b>
<b>EXPENDITURES</b>				
Township board	100,710	100,710	101,234	(524)
Supervisor	51,828	51,828	49,282	2,546
Assessor	55,900	55,900	54,799	1,101
Election	25,000	25,000	23,716	1,284
Clerk	57,299	57,299	55,144	2,155
Board of review	1,600	1,600	1,801	(201)
Treasurer	71,523	71,523	69,325	2,198
Cemetery	8,000	8,000	12,533	(4,533)
Township hall	116,600	116,600	107,106	9,494
Senior center	46,074	46,074	49,185	(3,111)
Town square	15,800	15,800	15,615	185
Public safety - police	113,015	113,015	122,275	(9,260)
Unallocated	21,500	21,500	18,975	2,525
Highways, streets, and recycling	91,400	91,400	84,732	6,668
Recreation	8,000	8,000	12,317	(4,317)
Zoning	30,915	30,915	28,387	2,528
Planning commission	24,300	24,300	17,028	7,272
Downtown development authority	600	600		600
136 S. Howell Street - building and grounds	6,000	6,000	4,879	1,121
Debt service	11,843	81,843	24,439	57,404
<b>Total expenditures</b>	<b>857,907</b>	<b>927,907</b>	<b>852,772</b>	<b>75,135</b>
<b>Excess (deficiency) of revenue over (under) expenditures</b>	<b>152,754</b>	<b>82,754</b>	<b>275,654</b>	<b>192,900</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in			95,717	95,717
Transfer out	(524,133)	(524,133)	(578,722)	(54,589)
<b>Total other financing sources (uses)</b>	<b>(524,133)</b>	<b>(524,133)</b>	<b>(483,005)</b>	<b>41,128</b>
<b>Net change in fund balance</b>	<b>(371,379)</b>	<b>(441,379)</b>	<b>(207,351)</b>	<b>234,028</b>
<b>FUND BALANCE, JULY 1, 2016</b>	<b>1,198,392</b>	<b>1,198,392</b>	<b>1,198,392</b>	
<b>FUND BALANCE, JUNE 30, 2017</b>	<b>\$ 827,013</b>	<b>\$ 757,013</b>	<b>\$ 991,041</b>	<b>\$ 234,028</b>

**PUTNAM TOWNSHIP**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FIRE MILLAGE FUND  
FOR THE YEAR ENDED JUNE 30, 2017**

	<u>Budget</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		<u>with Final Budget Favorable (Unfavorable)</u>
<b>REVENUES</b>				
Fire millage	\$ 371,000	\$ 371,000	\$ 385,057	\$ 14,057
Interest	400	400	1,576	1,176
Miscellaneous			120	120
<b>Total revenues</b>	<u>371,400</u>	<u>371,400</u>	<u>386,753</u>	<u>15,353</u>
<b>EXPENDITURES</b>				
Wages	247,022	247,022	227,296	19,726
Payroll taxes	18,000	18,000	17,067	933
Payroll processing fees	1,700	1,700	1,340	360
Insurance	32,000	32,000	38,372	(6,372)
Dues and subscriptions	7,000	7,000	9,336	(2,336)
Gas, oil, and lubricants	14,000	14,000	7,139	6,861
Computer expenditures	4,500	4,500	3,368	1,132
Training	10,000	10,000	13,261	(3,261)
Repairs and maintenance	41,000	41,000	71,602	(30,602)
Small equipment and supplies	37,500	37,500	20,030	17,470
Utilities	24,500	24,500	18,903	5,597
Miscellaneous	14,500	14,500	3,869	10,631
<b>Total expenditures</b>	<u>451,722</u>	<u>451,722</u>	<u>431,583</u>	<u>20,139</u>
<b>Excess of revenue over (under) expenditures</b>	(80,322)	(80,322)	(44,830)	(4,786)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers (out)	<u>(450,722)</u>	<u>(450,722)</u>	<u>(7,000)</u>	<u>443,722</u>
<b>Net change in fund balance</b>	(531,044)	(531,044)	(51,830)	438,936
<b>FUND BALANCE, JULY 1, 2016</b>	<u>74,440</u>	<u>74,440</u>	<u>74,440</u>	
<b>FUND BALANCE, JUNE 30, 2017</b>	<u>\$ (456,604)</u>	<u>\$ (456,604)</u>	<u>\$ 22,610</u>	<u>\$ 438,936</u>

**PUTNAM TOWNSHIP**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FIRE CAPITAL OUTLAY FUND  
FOR THE YEAR ENDED JUNE 30, 2017**

	<b>Budget</b>		<b>Actual</b>	<b>Variance with Final Budget Favorable (Unfavorable)</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Fire millage	\$ 148,083	\$ 148,083	\$ 151,576	\$ 3,493
Interest	300	300	614	314
Miscellaneous			30	30
<b>Total revenues</b>	<u>148,383</u>	<u>148,383</u>	<u>152,220</u>	<u>3,837</u>
<b>EXPENDITURES</b>				
Fire protection	<u>500</u>	<u>633,721</u>	<u>634,588</u>	<u>(867)</u>
<b>Excess of revenue over (under) expenditures</b>	<u>147,883</u>	<u>(485,338)</u>	<u>(482,368)</u>	<u>2,970</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in		350,000	311,000	(39,000)
Transfers (out)	<u>(465,000)</u>	<u>(115,000)</u>	<u>(115,000)</u>	
<b>Total other financing sources (uses)</b>	<u>(465,000)</u>	<u>235,000</u>	<u>196,000</u>	<u>(39,000)</u>
<b>Net change in fund balance</b>	(317,117)	(250,338)	(286,368)	(36,030)
<b>FUND BALANCE, JULY 1, 2016</b>	<u>346,422</u>	<u>346,422</u>	<u>346,422</u>	
<b>FUND BALANCE, JUNE 30, 2017</b>	<u>\$ 29,305</u>	<u>\$ 96,084</u>	<u>\$ 60,054</u>	<u>\$ (36,030)</u>

**SUPPLEMENTARY INFORMATION**

## **COMBINING STATEMENTS**

**PUTNAM TOWNSHIP**

**COMBINING BALANCE SHEET  
FUNDS INCLUDED IN GENERAL FUND CONSOLIDATION  
JUNE 30, 2017**

	<b>General Fund Prior to Consolidation</b>	<b>Patterson Lake Sewer Debt Service Fund</b>	<b>New Township Hall Improvement Fund</b>	<b>Eliminations</b>	<b>Totals Restated General Fund</b>
<b>ASSETS</b>					
Cash and investments	\$ 666,857	\$ 186,588	\$ 28,056	\$	\$ 881,501
Receivables:					
Special assessments:					
Current		77,288			77,288
Deferred		154,577			154,577
State shared revenues	80,783				80,783
Other	10,484				10,484
Due from other funds	460,477			(395,241)	65,236
<b>Total assets</b>	<b>\$ 1,218,601</b>	<b>\$ 418,453</b>	<b>\$ 28,056</b>	<b>\$ (395,241)</b>	<b>\$ 1,269,869</b>
<b>LIABILITIES</b>					
Accounts payable	\$ 46,623	\$	\$	\$	\$ 46,623
Accrued liabilities	88				88
Due to other funds	252	395,241		(395,241)	252
<b>Total liabilities</b>	<b>46,963</b>	<b>395,241</b>		<b>(395,241)</b>	<b>46,963</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable revenue		231,865			231,865
<b>FUND BALANCES</b>					
Committed for capital improvements			28,056		28,056
Unassigned	1,171,638	(208,653)			962,985
<b>Total fund balances</b>	<b>1,171,638</b>	<b>(208,653)</b>	<b>28,056</b>		<b>991,041</b>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 1,218,601</b>	<b>\$ 418,453</b>	<b>\$ 28,056</b>	<b>\$ (395,241)</b>	<b>\$ 1,269,869</b>

PUTNAM TOWNSHIP

COMBINING BALANCE SHEET  
NONMAJOR FUNDS  
JUNE 30, 2017

	<u>Township Hall Debt Service Fund</u>	<u>Fire Hall Debt Service Fund</u>	<u>Total</u>
<b>ASSETS</b>			
Cash and investments	<u>\$</u>	<u>\$ 87,410</u>	<u>\$ 87,410</u>
<b>FUND BALANCES</b>			
Restricted for debt service	<u>\$</u>	<u>\$ 87,410</u>	<u>\$ 87,410</u>



PUTNAM TOWNSHIP

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
FUNDS INCLUDED IN GENERAL FUND CONSOLIDATION  
FOR THE YEAR ENDED JUNE 30, 2017

	General Fund Prior to Consolidation	Patterson Lake Sewer Debt Service Fund	New Township Hall Improvement Fund	Eliminations	Totals Restated General Fund
<b>REVENUES</b>					
Taxes	\$ 288,521	\$	\$	\$	\$ 288,521
Special assessments - principle		77,288			77,288
Special assessments - interest		17,467			17,467
State shared revenues	468,632				468,632
State PPT reimbursement	1,613				1,613
Licenses and permits	6,468				6,468
Cablevision fees	83,558				83,558
Gravel pit royalties	29,116				29,116
Charges for services	119,576				119,576
Interest	2,174	1,960	50		4,184
Miscellaneous	29,969		2,034		32,003
<b>Total revenues</b>	<b>1,029,627</b>	<b>96,715</b>	<b>2,084</b>		<b>1,128,426</b>
<b>EXPENDITURES</b>					
Current:					
General government	559,824		17,672		577,496
Community development	49,185				49,185
Police protection	101,015				101,015
Parks and recreation	12,317				12,317
Public works	84,732				84,732
Capital outlay:					
Police protection	21,260				21,260
Debt service:					
Principle		6,384			6,384
Interest and fees		383			383
<b>Total expenditures</b>	<b>828,333</b>	<b>6,767</b>	<b>17,672</b>		<b>852,772</b>
<b>Excess of revenues over (under) expenditures</b>	<b>201,294</b>	<b>89,948</b>	<b>(15,588)</b>		<b>275,654</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	92,002	97,876		(94,161)	95,717
Transfers (out)	(311,871)	(357,727)	(3,285)	94,161	(578,722)
Interfund receivable/payable reduction	(259,851)	259,851			
<b>Total other financing sources (uses)</b>	<b>(479,720)</b>		<b>(3,285)</b>		<b>(483,005)</b>
<b>Net changes in fund balances</b>	<b>(278,426)</b>	<b>89,948</b>	<b>(18,873)</b>		<b>(207,351)</b>
<b>FUND BALANCE, JULY 1, 2016</b>	<b>1,450,064</b>	<b>(298,601)</b>	<b>46,929</b>		<b>1,198,392</b>
<b>FUND BALANCE, JUNE 30, 2017</b>	<b>\$ 1,171,638</b>	<b>\$ (208,653)</b>	<b>\$ 28,056</b>	<b>\$</b>	<b>\$ 991,041</b>

**PUTNAM TOWNSHIP**

**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
NONMAJOR FUNDS  
FOR THE YEAR ENDED JUNE 30, 2017**

	<b>Township Hall Debt Service Fund</b>	<b>Fire Hall Debt Service Fund</b>	<b>Total</b>
<b>REVENUES</b>			
Interest income	\$ 122	\$ 11	\$ 133
Miscellaneous	<u>33,824</u>		<u>33,824</u>
<b>Total revenues</b>	<u>33,946</u>	<u>11</u>	<u>33,957</u>
<b>EXPENDITURES</b>			
Bond - principle	350,000	101,192	451,192
Bond - interest and fees	<u>16,332</u>	<u>13,804</u>	<u>30,136</u>
<b>Total expenditures</b>	<u>366,332</u>	<u>114,996</u>	<u>481,328</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(332,386)</u>	<u>(114,985)</u>	<u>(447,371)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	267,722	115,000	382,722
Transfers (out)	<u>(88,717)</u>		<u>(88,717)</u>
<b>Total other financing sources (uses)</b>	<u>179,005</u>	<u>115,000</u>	<u>294,005</u>
<b>Net changes in fund balances</b>	(153,381)	15	(153,366)
<b>FUND BALANCE, JULY 1, 2016</b>	<u>153,381</u>	<u>87,395</u>	<u>240,776</u>
<b>FUND BALANCE, JUNE 30, 2017</b>	<u>\$</u>	<u>\$ 87,410</u>	<u>\$ 87,410</u>

**INDIVIDUAL FUNDS**

**GENERAL FUND (PRE GASB 54 RESTATEMENT)**

PUTNAM TOWNSHIP

BALANCE SHEET  
GENERAL FUND (PRE GASB 54 RESTATEMENT)  
JUNE 30, 2017

**ASSETS**

Cash and investments	\$ 666,857
State shared revenue receivable	80,783
Accounts receivable - other	10,484
Due from other funds	<u>460,477</u>
<b>Total assets</b>	<u><u>\$ 1,218,601</u></u>

**LIABILITIES**

Accounts payable	\$ 46,623
Accrued liabilities	88
Due to other funds	<u>252</u>
<b>Total liabilities</b>	46,963

**FUND BALANCE**

	<u>1,171,638</u>
<b>Total liabilities and fund balance</b>	<u><u>\$ 1,218,601</u></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**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
GENERAL FUND (PRE GASB 54 RESTATEMENT)  
FOR THE YEAR ENDED JUNE 30, 2017**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>REVENUES</b>			
Taxes	\$ 272,400	\$ 288,521	\$ 16,121
State revenues	435,000	470,245	35,245
Licenses and permits	9,000	6,468	(2,532)
Charges for services	98,800	119,576	20,776
Miscellaneous	98,800	144,817	46,017
<b>Total revenues</b>	<u>914,000</u>	<u>1,029,627</u>	<u>115,627</u>
<b>EXPENDITURES</b>			
Township board	100,710	101,234	(524)
Supervisor	51,828	49,282	2,546
Assessor	55,900	54,799	1,101
Election	25,000	23,716	1,284
Clerk	57,299	55,144	2,155
Board of review	1,600	1,801	(201)
Treasurer	71,523	69,325	2,198
Cemetery	8,000	12,533	(4,533)
Township hall	116,600	107,106	9,494
Senior center	46,074	49,185	(3,111)
Town square	15,800	15,615	185
Public safety - police	113,015	122,275	(9,260)
Unallocated	21,500	18,975	2,525
Highways, streets, and recycling	91,400	84,732	6,668
Recreation	8,000	12,317	(4,317)
Zoning	30,915	28,387	2,528
Planning commission	24,300	17,028	7,272
Downtown development authority	600		600
136 S. Howell Street - building and grounds	6,000	4,879	1,121
<b>Total expenditures</b>	<u>846,064</u>	<u>828,333</u>	<u>17,731</u>
<b>Excess (deficiency) of revenue over (under) expenditures</b>	<u>67,936</u>	<u>201,294</u>	<u>133,358</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer in	372,146	92,002	(280,144)
Transfer out	(601,642)	(311,871)	289,771
Interfund receivable reduction		(259,851)	(259,851)
<b>Total other financing sources (uses)</b>	<u>(229,496)</u>	<u>(479,720)</u>	<u>(250,224)</u>
<b>Net change in fund balance</b>	<u>(161,560)</u>	<u>(278,426)</u>	<u>(116,866)</u>
<b>FUND BALANCE, JULY 1, 2016</b>	<u>1,450,064</u>	<u>1,450,064</u>	
<b>FUND BALANCE, JUNE 30, 2017</b>	<u>\$ 1,288,504</u>	<u>\$ 1,171,638</u>	<u>\$ (116,866)</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

**STATEMENT OF REVENUES - BUDGET AND ACTUAL  
GENERAL FUND (PRE GASB 54 RESTATEMENT)  
FOR THE YEAR ENDED JUNE 30, 2017**

	<b>Amended Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
<b>TAXES</b>			
Current property taxes	\$ 272,400	\$ 288,521	\$ 16,121
<b>STATE REVENUES</b>			
State shared	435,000	468,632	33,632
PPT reimbursements		1,613	1,613
<b>Total state revenues</b>	435,000	470,245	35,245
<b>LICENSES AND PERMITS</b>			
Land and special use permits	8,300	5,985	(2,315)
Trailer permits	200	300	100
Dog licenses	500	183	(317)
<b>Total licenses and permits</b>	9,000	6,468	(2,532)
<b>CHARGES FOR SERVICES</b>			
Tax administration fees	83,000	94,587	11,587
Tax collection fees	10,500	10,166	(334)
Board of appeals	3,600	4,200	600
Planning application	200	70	(130)
Election	1,000	10,453	9,453
Outdoor assembly applications	500	100	(400)
<b>Total charges for services</b>	98,800	119,576	20,776
<b>MISCELLANEOUS REVENUES</b>			
Cablevision fees	72,000	83,558	11,558
Gravel pit	11,000	29,116	18,116
Metro act	6,500	9,244	2,744
Reimbursements	3,700	15,907	12,207
Interest		2,174	2,174
Miscellaneous	5,600	4,818	(782)
<b>Total miscellaneous revenues</b>	98,800	144,817	46,017
<b>Total revenues</b>	\$ 914,000	\$ 1,029,627	\$ 115,627

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

**STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL  
GENERAL FUND (PRE GASB 54 RESTATEMENT)  
FOR THE YEAR ENDED JUNE 30, 2017**

	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>TOWNSHIP BOARD</b>			
Salaries	\$ 16,950	\$ 15,012	\$ 1,938
Storm drainage	1,900	28	1,872
Downtown Development Authority	3,400	3,398	2
Bank charges	2,200	2,376	(176)
Audit	12,000	12,925	(925)
Legal	30,000	41,702	(11,702)
Miscellaneous	2,600	376	2,224
Conference and education	4,000	68	3,932
Dues	11,000	11,773	(773)
Payroll processing	1,300	892	408
Tax chargebacks	3,860	2,386	1,474
Newsletter	1,500	888	612
Publications	5,000	7,670	(2,670)
Codification	5,000	1,740	3,260
<b>Total township board</b>	<u>100,710</u>	<u>101,234</u>	<u>(524)</u>
<b>SUPERVISOR</b>			
Salary	33,200	33,200	
Miscellaneous	100	105	(5)
Clerical	15,528	13,691	1,837
Conference and education	1,500	1,668	(168)
Mileage	1,500	618	882
<b>Total supervisor</b>	<u>51,828</u>	<u>49,282</u>	<u>2,546</u>
<b>ASSESSOR</b>			
Contract	54,400	53,460	940
Data processing	1,000	885	115
Supplies	500	454	46
<b>Total assessor</b>	<u>55,900</u>	<u>54,799</u>	<u>1,101</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**

**STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)  
GENERAL FUND (PRE GASB 54 RESTATEMENT)  
FOR THE YEAR ENDED JUNE 30, 2017**

	<b>Amended Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
<b>ELECTION</b>			
Salaries	18,000	15,613	2,387
Supplies	2,000	2,026	(26)
Small equipment	3,000	4,306	(1,306)
Clerical	1,000	1,550	(550)
Miscellaneous	1,000	221	779
<b>Total election</b>	<b>25,000</b>	<b>23,716</b>	<b>1,284</b>
<b>CLERK</b>			
Salary	33,200	33,200	
Deputy salary	21,499	19,992	1,507
Miscellaneous	100	77	23
Mileage	1,000	394	606
Conference and education	1,500	1,481	19
<b>Total clerk</b>	<b>57,299</b>	<b>55,144</b>	<b>2,155</b>
<b>BOARD OF REVIEW</b>	<b>1,600</b>	<b>1,801</b>	<b>(201)</b>
<b>TREASURER</b>			
Salary	33,200	33,200	
Mileage	1,000	464	536
Tax statement preparation	2,000	2,158	(158)
Supplies	500	523	(23)
Deputy	32,973	32,098	875
Miscellaneous	350	77	273
Conference and education	1,500	805	695
<b>Total treasurer</b>	<b>71,523</b>	<b>69,325</b>	<b>2,198</b>
<b>CEMETERY</b>	<b>8,000</b>	<b>12,533</b>	<b>(4,533)</b>

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**

**STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)  
GENERAL FUND (PRE GASB 54 RESTATEMENT)  
FOR THE YEAR ENDED JUNE 30, 2017**

	<b>Amended Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
<b>TOWNSHIP HALL</b>			
Grounds maintenance	24,000	24,373	(373)
Copy maintenance	2,400	3,244	(844)
Hall maintenance	6,400	3,108	3,292
Cleaning services	9,000	8,321	679
Supplies	6,700	5,000	1,700
Internet services	4,200	4,759	(559)
IT Services	8,000	8,220	(220)
Computer hardware	500	2,119	(1,619)
Computer expense	12,500	14,310	(1,810)
Utilities - gas	1,800	1,296	504
Utilities - electric	5,000	3,751	1,249
Insurance	22,000	21,775	225
Miscellaneous	4,100	545	3,555
Postage	10,000	6,285	3,715
<b>Total township hall</b>	<b>116,600</b>	<b>107,106</b>	<b>9,494</b>
<b>SENIOR CENTER</b>			
Coordinator	17,004	21,484	(4,480)
Mileage	1,000	2,053	(1,053)
Maintenance	8,000	8,203	(203)
Internet and phone	2,900	2,918	(18)
Supplies	3,400	4,366	(966)
Utilities	6,000	3,176	2,824
Events	2,400	1,492	908
Cleaning	3,120	3,994	(874)
Conference and education	1,000	904	96
Miscellaneous	1,250	595	655
<b>Total senior center</b>	<b>46,074</b>	<b>49,185</b>	<b>(3,111)</b>

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

**STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)**  
**GENERAL FUND (PRE GASB 54 RESTATEMENT)**  
**FOR THE YEAR ENDED JUNE 30, 2017**

	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>TOWN SQUARE</b>			
Ground maintenance	9,000	9,883	(883)
Portable restrooms	1,800	1,160	640
Capital improvement	4,200	4,502	(302)
Miscellaneous	800	70	730
<b>Total town square</b>	<u>15,800</u>	<u>15,615</u>	<u>185</u>
<b>PUBLIC SAFETY - POLICE</b>			
Early warning system	12,000	21,260	(9,260)
Police contracted services	101,015	101,015	
<b>Total public safety - police</b>	<u>113,015</u>	<u>122,275</u>	<u>(9,260)</u>
<b>UNALLOCATED</b>			
Township - FICA, Medicare and unemployment	21,500	18,975	2,525
<b>HIGHWAYS, STREETS, BRIDGES</b>			
Road maintenance	91,400	84,732	6,668
<b>RECREATION</b>			
Maintenance and capital improvements	8,000	12,317	(4,317)
<b>ZONING</b>			
Fees	3,150	3,900	(750)
Administrator fees	26,015	23,896	2,119
Miscellaneous	1,750	591	1,159
<b>Total zoning</b>	<u>30,915</u>	<u>28,387</u>	<u>2,528</u>
<b>PLANNING COMMISSION</b>			
Fees	6,300	4,050	2,250
Planning consultant	18,000	12,978	5,022
<b>Total planning commission</b>	<u>24,300</u>	<u>17,028</u>	<u>7,272</u>
<b>DOWNTOWN DEVELOPMENT AUTHORITY</b>	<u>600</u>		<u>600</u>
<b>131 S. HOWELL STREET</b>	<u>6,000</u>	<u>4,879</u>	<u>1,121</u>
<b>Total expenditures</b>	<u>\$ 846,064</u>	<u>\$ 828,333</u>	<u>\$ 17,731</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.