Galien Township Berrien County, Michigan

FINANCIAL REPORT

March 31, 2019



GALIEN TOWNSHIP BERRIEN COUNTY, MICHIGAN MARCH 31, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees Galien Township Galien, Michigan

We have audited the accompanying financial statements of the governmental activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of Galien Township, Michigan (the "Township"), as of and for the year ended March 31, 2019, 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 did not audit the financial statements of Galien Township Public Library, which represent 100 percent of the assets, net position, and revenues of the discretely presented component units. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for discretely presented component units, is based solely on the report of the other auditors. 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.

INDEPENDENT AUDITOR'S REPORT, CONCLUDED

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Galien Township as of March 31, 2019, and the respective changes in financial position, thereof for the year then ended in conformity 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 as listed on the contents page 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 Galien Township's basic financial statements. The combining non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining non-major 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 non-major fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Respectfully submitted,

Kruggel Lawton & Company, LLC

Saint Joseph, Michigan September 19, 2019

MANAGEMENT'S DISCUSSION AND ANALYSIS

Using this Annual Report

This report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the Township as a whole and present a longer-term view of the Township's finances. Fund financial statements tell how these services were financed in the short-term, as well as what remains for future spending. Fund financial statements also report the Township's operations in more detail than the government-wide financial statements.

Financial Highlights

- The Township's combined government-wide net position decreased \$45,045 or 7.90% from a year ago decreasing from \$570,311 to \$525,266.
- Total governmental activities revenues were \$290,501 and expenditures were \$335,546 for the current fiscal year.

Overview of the Financial Statements

This report consists of four parts-management's discussion and analysis (this section), the basic financial statements, required supplementary information, and an optional section that presents combining statements for non-major governmental funds. The basic financial statements include two kinds of statements that present different views of the Township:

- The first two statements are *government-wide financial statements* that provide both long-term and short-term information about the Township's overall financial status.
- The remaining statements are *fund financial statements* that focus on *individual parts* of the Township government, reporting the Township's operations in more detail than the government-wide statements.
 - ➤ The *governmental funds statements* tell how general government services like general government and public safety were financed in the short-term as well as what remains for future spending.
 - Fiduciary fund statements provide information about the financial relationships, in which the Township acts solely as a trustee or agent for the benefit of others, to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements.

Overview of the Financial Statements, Continued

Government-wide Statements

The government-wide statements report information about the Township as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the government's assets, deferred outflows of resources, liabilities, and deferred inflows of resources. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the Township's net position and how they have changed. Net position is the difference between the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, which is one way to measure the Township's financial health, or position.

- Over time, increases or decreases in the Township's net position are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the Township you need to consider additional non-financial factors such as changes in the Township's property tax base and condition of the Township's infrastructure.

The government-wide financial statements of the Township include:

- Governmental activities—Most of the Township's basic services are included here, such as general government, public safety, public works, and recreation and culture.
- Component units—The Township includes one other entity in its report—the Galien Township Library. Although legally separate, the "component unit" is important because the Township is financially accountable for it.

Fund Financial Statements

The fund financial statements provide more detailed information about the Township's most significant funds—not the Township as a whole. Funds are accounting devices that the Township uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by State law and by bond covenants.
- The Township Board can establish other funds to control and manage money for a particular purpose or to show that it is properly using certain taxes and grants.

The Township has the following two kinds of funds:

• Governments Funds—Most of the Township's basic services are included in governmental funds, which focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental fund statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Township's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information at the bottom of the governmental funds statements that explain the relationship (or differences) between them.

Overview of the Financial Statements, Concluded

Fund Financial Statements, Concluded

• Fiduciary Fund—The Township is the trustee, or fiduciary, for its property tax collections. The Township is responsible for ensuring that the assets reported in these funds are used for their intended purposes. All of the Township's fiduciary activities are reported in a separate statement of fiduciary net position. We exclude these activities from the Township's government-wide financial statements, because the Township cannot use these assets to finance its operations.

Financial Analysis of the Township as a Whole

The Township's combined net position was \$525,266 at March 31, 2019. In a condensed format the following table below shows a comparative breakdown of the net position at March 31:

	Governmen	<u>ctivities</u>	
	 2019		2018
Current Assets	\$ 452,634	\$	466,969
Capital Assets - Non-Depreciable	20,756		20,756
Capital Assets - Depreciable, Net	79,660		83,368
Total Assets	\$ 553,050	\$	571,093
Total Liabilities	\$ 27,784	\$	782
Net Position			
Net Investment in Capital Assets	\$ 100,416	\$	104,124
Restricted	343,516		384,345
Unrestricted	81,334		81,842
Total Net Position	\$ 525,266	\$	570,311
Total Liabilities and Net Position	\$ 553,050	\$	571,093

Unrestricted net position, the part of net position that can be used to finance day to day operations, decreased by \$508 for the governmental activities. The current level of unrestricted net position for governmental activities stands at \$81,334, or about 24% of total expenses.

MANAGEMENT'S DISCUSSION AND ANALYSIS

The following table shows the changes of the net position for the current year.

	<u>Governmenta</u>	Sovernmental Activities			
	 2019	20	018		
Program Revenues					
Charges for Services	\$ 9,756	\$	14,090		
General Revenues					
Property Taxes	180,122		177,850		
State Shared Revenues	78,768		76,791		
Interest	8,930		7,581		
Other Revenues	12,925		13,451		
Total Revenues	\$ 290,501	\$	289,763		
Program Expenses					
General Government	\$ 118,169	\$	95,924		
Public Safety	58,491		65,543		
Public Works	154,583		56,439		
Community & Economic Development	595		715		
Depreciation (unallocated)	3,708		3,708		
Total Expenses	\$ 335,546	5	222,329		
Change in Net Position	\$ (45,045)	5	67,434		
Net Position-Beginning of Year	570,311		502,877		
Net Position-End of Year	\$ 525,266	\$	570,311		

Governmental Activities

The Township's net position continues to remain healthy, with a decrease of \$45,045 for the year. This decrease is due to various factors, including increased road expenditures and increased general government expenses.

The Township's Funds

Our analysis of the Township's major funds begins following the entity wide financial statements. The fund financial statements provide detail information about the most significant funds, not the Township as a whole. The Township Board creates funds to help manage money for specific purposes as well as to show accountability for certain activities, such as special property tax millage. The Township's major funds for 2019 included the General, Road, Special Fire, Ambulance/Fire, and Cemetery Funds.

The General Fund pays for most of the Township's governmental services, including general government, public safety, and other. The most significant is general government, which incurred expenditures of \$110,660 in fiscal 2019.

MANAGEMENT'S DISCUSSION AND ANALYSIS

General Fund Budgetary Highlights

Over the course of the year, the Township Board made several amendments to the budget.

Capital Asset and Debt Administration

At the end of March 31, 2019, the Township had investment in capital assets for its governmental activities of \$100,416 (net of depreciation). This investment includes a broad range of capital assets, including land, buildings and improvements, furniture and equipment. In addition, the Township has invested significantly in roads within the Township. These assets are not reported in the Township's financial statement because of Michigan law, which makes these roads the property of the Berrien County Road Commission, along with the responsibility to maintain them.

Contacting the Township's Management

This financial report is intended to provide our citizens, taxpayers, customers and investors with a general overview of the Township's finances and to show the Township's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the clerk's office.

The financial report of the discretely presented component unit, the Galien Township Public Library, can be obtained directly from the management of the Library.

GOVERNMENT-WIDE STATEMENT OF NET POSITION March 31, 2019

	_Primar				
	Gov	ernmental	Co	omponent	
	A	ctivities	Unit		
Assets					
Cash and Cash Equivalents	\$	203,416	\$	104,961	
Investments (CDs >90 days)		237,547		252,720	
Taxes Receivable		11,671		4,003	
State Aid Receivable		-		1,208	
Capital Assets - Non-Depreciable		20,756		24,000	
Capital Assets - Depreciable, Net		79,660		288,695	
Total Assets	\$	553,050	\$	675,587	
Liabilities					
Accounts Payable	\$	27,784	\$	413	
Accrued and Other Liabilities		-		1,139	
Total Liabilities	\$	27,784	\$	1,552	
Net Position					
Net Investment in Capital Assets	\$	100,416	\$	312,695	
Restricted		343,516		-	
Unrestricted		81,334		361,340	
Total Net Position	\$	525,266	\$	674,035	

GOVERNMENT-WIDE STATEMENT OF ACTIVITIES Year ended March 31, 2019

Functions/Programs	E	xpenses		arges for ervices	Operating (and Contribut		Re Cha	et (Expense) evenue and anged in Net Position	Com	ponent Unit
Primary Government		•								
Governmental Activities										
General Government	\$	118,169	\$	870	\$	-	\$	(117,299)		
Public Safety		58,491		8,886		-		(49,605)		
Public Works		154,583		-		-		(154,583)		
Community & Economic Development		595		-		-		(595)		
Depreciation (Unallocated)		3,708		-				(3,708)		
Total Primary Government	\$	335,546	\$	9,756	\$		\$	(325,790)		
Component Units Galien Township Public Library	\$	91,364	\$	23,639	\$				\$	(67,725)
	Propostate	ral Revenues erty Taxes Grants					\$	180,122 78,768	\$	57,890 2,332
	Inter							8,930		4,433
		r Revenues						12,925		3,950
	Total General Revenues Change in Net Position					\$	280,745	\$	68,605	
						\$	(45,045)	\$	880	
	Net Position-Beginning of Year							570,311		673,155
	Net P	osition-End o	f Year				\$	525,266	\$	674,035

GOVERNMENTAL FUNDS - BALANCE SHEET AND RECONCILIATION TO THE STATEMENT OF NET POSITION March 31, 2019

				MAJOR FUNDS										
	Gen	eral Fund	Ro	oad Fund	S	pecial Fire Fund	Amb	oulance/Fire Fund	Cen	netery Fund		on-Major vernmental Funds		Total vernmental Funds
Assets										•				
Cash and Cash Equivalents	\$	40,073	\$	41,915	\$	75,609	\$	35,498	\$	6,951	\$	3,370	\$	203,416
Investments (CDs >90 days)		38,622		-		75,254		25,419		98,252		-		237,547
Taxes Receivable		3,033		3,437		3,483		1,718				-		11,671
Total Assets	\$	81,728	\$	45,352	\$	154,346	\$	62,635	\$	105,203	\$	3,370	\$	452,634
Liabilities														
Accounts payable	\$	394	\$	25,812	\$	1,578	\$	-	\$	-	\$	_	\$	27,784
Total Liabilities	\$	394	\$	25,812	\$	1,578	\$	-	\$	-	\$	-	\$	27,784
Fund Balance														
Restricted														
Road Improvements	\$	_	\$	19,540	\$	_	\$	_	\$	_	\$		\$	19,540
Fire Services	Φ	-	Þ	19,540	Φ	152,768	Ф	-	Φ	-	Ф	1,486	Ф	154,254
Ambulance/Fire Services		_		_		132,700		62,635		_		1,400		62,635
Cemetery Perpetual Care		_		_		_		02,033		105,203		_		105,203
Permits Activity		_		_				_		103,203		1,884		1,884
Unassigned		81,334										1,004		81,334
Total Fund Balance	\$	81,334	\$	19,540	\$	152,768	\$	62,635	\$	105,203	\$	3,370	\$	424,850
Tour Tana Datanee	Ψ	01,337	Ψ	17,570	Ψ	132,700	Ψ	02,033	Ψ	103,203	Ψ	3,310	Ψ	727,030
Total Liabilities and Fund Balance	\$	81,728	\$	45,352	\$	154,346	\$	62,635	\$	105,203	\$	3,370		

Amounts reported for governmental activities in the statement of net position are different because:

100,416

Net Position of Governmental Activities

\$ 525,266

The Notes to the Financial Statements are an integral part of this statement.

^{*} Capital assets used in governmental activities are not financial resources reported in funds

GOVERNMENTAL FUNDS - STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE AND RECONCILIATION TO THE STATEMENT OF ACTIVITIES Year ended March 31, 2019

				MAJOR FUNDS										
	General Fund		Road Fund		Special Fire Fund		Ambulance/Fire Fund		Cemetery Fund		Non-Major Governmental Funds		Go	Total vernmental Funds
Revenues														
Taxes	\$	53,703	\$	49,704	\$	51,375	\$	25,340	\$	-	\$	-	\$	180,122
Licenses and Permits		-		-		-		-		-		8,886		8,886
State Grants		78,768		-		-		-		-		-		78,768
Cemetery Lot Sales		-		-		-		-		870		-		870
Interest		823		578		1,966		852		3,159		1,552		8,930
Other Revenues		12,424		-		501								12,925
Total Revenues	\$	145,718	\$	50,282	\$	53,842	\$	26,192	\$	4,029	\$	10,438	\$	290,501
Expenditures														
General Government	\$	110,660	\$	-	\$	-	\$	-	\$	1,247	\$	-	\$	111,907
Public Safety		-		-		27,430		23,750		-		7,311		58,491
Public Works		28,773		125,810		-		-		-		-		154,583
Community and Economic Development		595		-		-		-		-		-		595
Other		6,198		-		-		-		-		64		6,262
Total Expenditures	\$	146,226	\$	125,810	\$	27,430	\$	23,750	\$	1,247	\$	7,375	\$	331,838
Change in Fund Balance	\$	(508)	\$	(75,528)	\$	26,412	\$	2,442	\$	2,782	\$	3,063	\$	(41,337)
Fund Balance-Beginning of year		81,842		95,068		126,356		60,193		102,421		307		
Fund Balance-End of year	\$	81,334	\$	19,540	\$	152,768	\$	62,635	\$	105,203	\$	3,370		
Amounts reported for governmental activities in the states	ment of activ	vities are difi	ferent l	because:										
Depreciation	J	33												(3,708)
Change in Net Position of Governmental Activities													\$	(45,045)
5														() -)

The Notes to the Financial Statements are an integral part of this statement.

FIDUCIARY FUND – STATEMENT OF NET POSITION March 31, 2019

	Agency Fund Property Tax Collections				
Assets					
Cash and cash equivalents	\$	157			
Total Assets	\$	157			
Liabilities					
Due to others	\$	157			
Total Liabilities	\$	157			

The accounting policies of Galien Township (the "Township") conform to accounting principles generally accepted in the United States of America ("GAAP") as applicable to governmental units. The following is a summary of the significant accounting policies used by the Township:

A. Reporting Entity

The Township is governed by an elected five-member council (Board). The accompanying financial statements present the government and its component units, entities for which the government is considered to be financially accountable.

Blended Component Units—A blended component unit is a legally separate entity from the Township, but is so intertwined with the unit that is, in substance, the same as the Township. It is reported as part of the Township and blended into the appropriate fund types. There were no such units at March 31, 2019.

Discretely Presented Component Units—The following component units are reported within the "component units" column in the government-wide financial statements. A discretely presented component unit is an entity that is legally separate from the Township, but for which the unit is financially accountable, or its relationship with the unit is such that exclusion would cause the unit's financial statements to be misleading or incomplete.

Galien Township Public Library (the "Library")—The Library, which was established pursuant to MCLA 397.210 as an authority, and is governed by a six-member board and provides services to residents in Galien, Bertrand, and Weesaw Townships. A millage is assessed and collected in the same manner as other township taxes. Like the Township, the Library typically obtains an audit every other year. The Library typically obtains audits on odd-numbered years, and accordingly, the Township's financial statements include Library financial information from those years. For the March 31, 2019 audit of the Township, the Library financial information presented is from the March 31, 2019 Library audit, as that was the most recent audited information available. Complete financial statements as of March 31, 2019, may be obtained directly from the Library at the following address:

Galien Township Public Library 302 North Cleveland Avenue Galien, MI 49113

Jointly Governed Organization—The Township has no jointly governed organizations.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of changes in net position) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

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. This is a budgeted fund.

The Road Fund is the Township's fund for the road millage resources and the related expenditures.

The Special Fire Fund is the Township's fund for the fire millage resources and the related expenditures.

The Ambulance/Fire Fund is the Township's fund for the ambulance/fire millage resources and the related expenditures.

The Cemetery Fund accounts for all the financial resources of lot sales and interest to help maintain the Township's Cemetery.

B. Government-Wide and Fund Financial Statements, Concluded

The Township reports the following nonmajor governmental fund:

Permit Fund is the Township's fund for revenues and expenditures, including building permits and electrical permits.

Fireman's Association is used to track funds received and spent for activities that enhance the fire operations.

Fiduciary Funds are used to account for assets held by the Township in a trustee capacity or as an agent. Fiduciary Fund net position and results of operations are not included in the government-wide statements. Agency Funds are custodial in nature (assets equal liabilities) and don't involve a measurement of result of operations.

Agency Fund—The Township presently maintains a Property Tax Collections Fund to record transactions of tax collections and disbursements for local taxing units within the Township. This fund is segregated and held in trust for the local unit until distributed.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation, Concluded

Revenues are recognized in the accounting period in which they become susceptible to accrual—that is, when they become both measurable and available to finance expenditures of the fiscal period. Property taxes, state-shared revenue, and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenue of the current fiscal period. All other revenue items are considered to be available only when cash is received by the government.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are various other functions of the government. Eliminations of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

Property Taxes-The Township's property taxes attach as an enforceable lien on December 1st, on the taxable valuation of property (as defined by State statutes) located in the Township and payable on February 15th of the succeeding year. The Township's 2018 ad valorem tax is levied and collectible on December 1st, 2018 and it is recognized as revenue in the current year when the proceeds of this levy are budgeted and made "available" for the financing of operations. "Available" means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period (60 days).

The 2018 taxable valuation of the Township totaled approximately \$50.4 million on which ad valorem taxes levied, before headlee roll-back, consisted of (1 mill for the Township's operating purposes; 1 mill for special fire services; ½ mill for ambulance/fire services; 1.25 mills for library; and 1 mill for roads). These amounts are recognized in their respective funds financial statements as tax revenue.

All trade and property tax receivables are shown as net of allowance for uncollectible amounts. Property taxes are levied on each December 1st on the taxable valuation of property as of the preceding December 31st. Taxes are considered delinquent on March 1st of the following year, at which time penalties and interest are assessed.

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity

Bank Deposits and Investments - Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value and consist of only certificates of deposit greater than 90 days.

Capital Assets - Capital assets, which include property, plant, equipment, infrastructure assets (e.g., roads, bridges, sidewalks and similar items) are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The Township has chosen not to retroactively report any other infrastructure assets and will only report any additions prospectively in accordance with Governmental Accounting Standard Board (GASB) Statement Number 34, Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments.

Property, plant and equipment are depreciated using the straight-line method over the following useful lives:

Buildings	40 to 60	years
Building Improvements	15 to 30	years
Land Improvements	10 to 20	years
Vehicles	3 to 5	years
Office Equipment	5 to 7	years
Computer Equipment	3 to 7	years

Compensated Absences (Vacation and Sick Leave) - The Township does not compensate employees for any absences (i.e. there are no vacation days or sick days). As a result, there is no liability with regards to vacation or sick days.

Estimates - The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position or equity and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity, Continued

Fund Balance - The Township has adopted GASB Statement Number 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

The following are definitions for the five fund balance classifications:

Non-Spendable Fund Balance - Includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted Fund Balance - Includes amounts that can be spent only for specific purposes stipulated by what the external resource provides (for example grant providers, constitutionally, or through enabling legislation). Effectively, restrictions may be changed or lifted only with the consent of resource providers.

Committed Fund Balance - Includes amounts that can be used only for specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed constraint originally.

Assigned Fund Balance - Includes amounts that are constrained by the government's intent to be used for a specific purpose, but are neither restricted nor committed.

Unassigned Fund Balance – Is the residual classification for the General Fund. This classification represents fund balance that has not been assigned to other funds that has not been restricted, committed, or assigned to specific purposes within the General Fund.

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity, Continued

Fund Equity Flow Assumptions - Sometimes the Township will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted fund balance to have been depleted before using any components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Net Position - Net position represents the difference between the assets and deferred outflows of resources, less liabilities and deferred inflows of resources. The Township reports three categories of net position, as follows: (1) Net investment in capital assets consists of net capital assets reduced by outstanding balances of any related debt obligations and deferred inflows of resources attributable to the acquisition, construction, or improvement of those assets, and increases by balances of deferred outflows of resources related to those assets; (2) Restricted net position is considered restricted if its use is constrained to a particular purpose. Restrictions are imposed by external organizations, such as federal or state laws.

Restricted net position is reduced by the liabilities and deferred inflows of resources related to the restricted assets; (3) Unrestricted net position consists of all other net position that does not meet the definition of the above components and is available for general use by the Township

Net Position Flow Assumptions - Sometimes the Township will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts of net position to report as restricted and unrestricted in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity, Concluded

Net Deferred Outflows of Resources - In addition to assets, the Statement of Financial Position will sometimes report a separate section for deferred outflows of resources. This 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/expenditure) until then. The Township had no items that were deferred outflows of resources.

Net Deferred Inflows of Resources - In addition to liabilities, the Statement of Financial Position 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 that applies to a future period(s) and will not be recognized as an inflow of sources (revenue) until that time. The governmental funds report unavailable revenues, which arise only under a modified accrual basis of accounting, for long-term receivables. These amounts are deferred and recognized as an inflow of resources in the period that amounts become available. The Township had no items that were deferred inflows of resources.

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

<u>Budgetary Information</u>—Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental major funds. All annual appropriations lapse at the fiscal year end. The Township Supervisor submits the proposed operating budget for the fiscal year commencing April 1st and public hearings are conducted to obtain taxpayer comments. After submission, the Township Board formally adopts the budget and any future transfers or amendments must be approved by the Township Board.

The budget document presents information by fund and function. The legal level of budgetary control adopted by the governing board (i.e. the level at which expenditures may not legally exceed appropriations) is the function level. State law requires the Township to have its budget in place by April 1st. Expenditures in excess of the amounts budgeted is violation of P.A. 621 of 1978, Section 18(1) as amended. State law permits Townships to amend its budgets during the year. There were no amendments during the year.

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY, CONCLUDED

Encumbrance accounting is employed in governmental funds. Amounts encumbered for purchase orders, contracts, etc., are not tracked during the year. Budget appropriations are considered to be spent once the goods are delivered or the services rendered.

Excess of Expenditures over Appropriations in Major Budgeted Funds— During the year, the Township incurred expenditures in certain budgeted funds which were in excess of the amounts appropriated as follows:

	Final Budget			Actual	Variance	
General Fund						
General Government - Elections	\$	6,800	\$	6,819	\$	(19)
General Governemnt - Treasurer		13,375		13,425		(50)

Funds sufficient to provide for the excess expenditures were made available from other functions within the General Fund, and had no impact on the financial results of the Township. The other funds used existing fund balances to provide for the excess expenditures.

<u>Fund Deficits</u>—The Township has no accumulated fund balance/retained earning deficits in their reported funds.

NOTE 3. DEPOSITS AND INVESTMENTS

At March 31, 2019, the Township's deposits and investments were reported in the financial statements in the following categories:

	Primary overnment	Co	omponent Unit	
Cash and Cash Equivalents	\$ 203,416	\$	104,961	
Investments (CDs > 90 days)	 237,547		252,720	
Total	\$ 440,963	\$	357,681	
The breakdown between deposits and investments is a	Component Unit			
Bank Deposits (checking and savings accounts)	\$ 203,416	\$	104,961	
Certificates of Deposit > 90 days	 237,547		252,720	
	\$ 440,963	\$	357,681	

NOTE 3. DEPOSITS AND INVESTMENTS, CONTINUED

Fair Value Measurement

The Township categorizes its acquisition value measurements within the hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the acquisition value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The Township has the following recurring acquisition value measurements as of March 31, 2019:

Certificates of deposits with a balance of \$237,547 in the primary government and \$252,720 in the component unit, valued using significant observable inputs other than quoted prices in active markets (Level 2).

Bank Deposits:

All cash of the Township is on deposit with financial institutions which provide FDIC insurance coverage.

Custodial Credit Risk-Deposits:

In the case of deposits, this is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. As of March 31, 2019, all of the Township's bank balances, including certificates of deposit, were covered by federal depository insurance. With regard to the Galien Township Public Library, a component unit of the Township, all of the Library's bank balances, including certificates of deposit, were covered by federal depository insurance.

Investments:

Michigan law permits investments in: 1) Bonds and other obligations of the United States Government; 2) Certificates of deposit and savings accounts of banks or credit unions who are members of the FDIC of FSLIC, respectively; 3) Certain commercial paper; 4) United States Government repurchase agreements; 5) Banker's acceptance of the United States Bank; and 6) Certain mutual funds.

Interest Rate Risk:

In accordance with its investment policy, the Township will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates. This is accomplished by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market and, investing operating funds primarily in shorter-term securities, liquid asset funds, money market funds, or similar investment pools and limiting the average maturity in accordance with the Township's cash requirements.

NOTE 3. DEPOSITS AND INVESTMENTS, CONCLUDED

Credit Risk:

State law limits investments in commercial paper and corporate bonds to prime or better ratings issued by nationally recognized statistical rating organizations (NRSRO's). As of March 31, 2019, the Township had no such investments.

Concentration of Credit Risk:

The Township will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Township's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security issuer will be minimized. As of March 31, 2019, the Township had no such investments.

Custodial Credit Risk-Investments:

For an investment, this is the risk that, in the event of the failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Township will minimize custodial credit risk, which is the risk of loss due to the failure of the security issuer or backer, by limiting investments to the types of securities allowed by law, and pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which the Township will do business. As of March 31, 2019, the Township had no such investments.

Foreign Currency Risk:

The Township is not authorized to invest in investments which have this type of risk.

NOTES TO THE FINANCIAL STATEMENTS MARCH 31, 2019

NOTE 4. CAPITAL ASSETS

Capital asset activity of the primary government for the current year was as follows:

	В	eginning					Ending			
		Balance		Increases		Decreases		Balance		
Governmental Activities										
Capital assets not being depreciated										
Land	\$	20,756	\$		\$		\$	20,756		
Capital assets being depreciated										
Building and building improvements	\$	108,774	\$	-	\$	-	\$	108,774		
Equipment		266,415		-		-		266,415		
Subtotal	\$	375,189	\$		\$	-	\$	375,189		
Accumulated depreciation:										
Building and building improvements	\$	(34,286)	\$	(2,069)	\$	-	\$	(36,355)		
Equipment		(257,535)		(1,639)		-		(259,174)		
Subtotal	\$	(291,821)	\$	(3,708)	\$	-	\$	(295,529)		
Net Capital Assets Being Depreciated Governmental activities total	\$	83,368	\$	(3,708)	\$		\$	79,660		
capital assets-net of depreciation	\$	104,124	\$	(3,708)	\$		\$	100,416		

Depreciation expense in the amount of \$3,708 was charged to programs of the primary government. The Township considers its assets to impact multiple activities and allocations are not practical.

NOTES TO THE FINANCIAL STATEMENTS MARCH 31, 2019

NOTE 4. CAPITAL ASSETS, CONCLUDED

	Beginning Balance		Increases		Decreases		Ending Balance
Component Unit Activities							
Capital assets not being depreciated							
Land	\$	24,000	\$		\$		\$ 24,000
Capital assets being depreciated							
Building	\$	397,516	\$	-	\$	-	\$ 397,516
General furnishings and equipment		33,055		-		-	33,055
Computers and related equipment		20,958					 20,958
Subtotal	\$	451,529	\$	-	\$	-	\$ 451,529
Accumulated depreciation:							
Building	\$	(113,909)	\$	(7,329)	\$	-	\$ (121,238)
General furnishings and equipment		(20,564)		(2,142)		-	(22,706)
Computers and related equipment		(17,660)		(1,230)		-	(18,890)
Subtotal	\$	(152,133)	\$	(10,701)	\$		\$ (162,834)
Net Capital Assets Being Depreciated Component unit activities total	\$	299,396	\$	(10,701)	\$		\$ 288,695
capital assets-net of depreciation	\$	323,396	\$	(10,701)	\$		\$ 312,695

NOTE 5. RISK MANAGEMENT

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions and employee injuries (workers' compensation), as well as medical benefits provided to employees. The Township carries insurance for these risks. Settled claims resulting from these risks have not exceeded the amount of insurance coverage in any of the past three fiscal years.

NOTE 6. RELATED PARTY TRANSACTIONS

The Township has entered into several related party transactions during the course of the year. The Township's sexton has a familial relationship with a member of the Board, and the Township has incurred expenditures to that individual in the amount of \$3,600.

NOTE 7. TAX ABATEMENTS

As of March 31, 2019, management has evaluated the tax abatements related to the Township and determined that there are no material tax abatements for disclosure.

NOTES TO THE FINANCIAL STATEMENTS MARCH 31, 2019

NOTE 8. SUBSEQUENT EVENTS

The Township has evaluated subsequent events through September 19, 2019, the date the financial statements were available to be issued. No events or transactions occurred during this period which requires recognition or disclosure in the financial statements.

NOTE 9. UPCOMING PRONOUNCEMENTS

In January 2017, the GASB issued Statement Number 84, *Fiduciary Activities*, which establishes criteria for identifying fiduciary activities of all state and local governments. Any activity meeting the criteria should be reported in the fiduciary fund in the basic financial statements. The Township is currently evaluating the impact this standard will have on the financial statements when adopted. The provisions of this statement are effective for the Township's financial statements for the year ending March 31, 2020.

In June 2017, the GASB issued Statement Number 87, *Leases*, which improves the accounting and financial reporting for leases by governments. This statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease receivable and a deferred inflow of resources. The Township is currently evaluating the impact this standard will have on the financial statements when adopted. The provisions of this statement are effective for the Township's financial statements for the year ending March 31, 2021.



BUDGETARY COMPARISON SCHEDULE – GENERAL FUND YEAR ENDED March 31, 2019

	Original Budget		Amended Budget		Actual		A	ance with mended Budget
Beginning of Year Fund Balance	\$	81,842	\$	81,842	\$	81,842		
Available for Appropriation (Inflows)								
Taxes	\$	51,100	\$	51,100	\$	53,703	\$	2,603
State Revenues		78,285		78,285		78,768		483
Interest		-		-		823		823
Other Revenues		9,500		9,500		12,424		2,924
Amounts Available for Appropriation	\$	138,885	\$	138,885	\$	145,718	\$	6,833
Charges to Appropriations (Outflows)								
General Government								
Legislative	\$	18,675	\$	25,775	\$	24,381	\$	1,394
Supervisor		8,375		8,375		8,359		16
Elections		6,800		6,800		6,819		(19)
Assessor		9,997		9,997		8,495		1,502
Clerk		16,475		16,475		16,220		255
Board of Review		1,350		1,350		645		705
Treasurer		13,375		13,375		13,425		(50)
Hall and Grounds		4,835		4,835		4,720		115
Cemetery		21,650		28,635		27,596		1,039
Public Works		,		,		,		,
Drains		29,500		29,500		28,773		727
Community & Economic Development				·				
Zoning		3,250		3,250		595		2,655
Other				·				·
Fringes/Benefits/FICA/Insurance		9,260		9,260		6,198		3,062
Total Charges to Appropriations	\$	143,542	\$	157,627	\$	146,226	\$	11,401
End of Year Fund Balance	\$	77,185	\$	63,100	\$	81,334	\$	18,234

BUDGETARY COMPARISON SCHEDULE – ROAD FUND YEAR ENDED March 31, 2019

	Amended Original Budget Budget Actual				Variance with Amended Budget			
Beginning of Year Fund Balance	\$	95,068	\$	95,068	\$	95,068		
Available for Appropriation (Inflows) Taxes Interest Amounts Available for Appropriation	\$	46,900 - 46,900	\$	46,900 - 46,900	\$ \$	49,704 578 50,282	\$	2,804 578 3,382
Charges to Appropriations (Outflows) Public Works Total Charges to Appropriations	\$ \$	120,200 120,200	\$	126,000 126,000	<u>\$</u>	125,810 125,810	\$	190 190
End of Year Fund Balance	\$	21,768	\$	15,968	\$	19,540	\$	3,572

BUDGETARY COMPARISON SCHEDULE – SPECIAL FIRE FUND YEAR ENDED March 31, 2019

	Original Budget			amended Budget		Actual	A	ance with mended Budget
Beginning of Year Fund Balance Available for Appropriation (Inflows)	\$	126,356	\$	126,356	\$	126,356		
Taxes Interest	\$	45,730	\$	45,730	\$	51,375 1,966	\$	5,645 1,966
Other Revenues				_		501		501
Amounts Available for Appropriation	\$	45,730	\$	45,730	\$	53,842	\$	8,112
Charges to Appropriations (Outflows) Public Safety Total Charges to Appropriations	\$ \$	43,820 43,820	\$	43,820 43,820	<u>\$</u>	27,430 27,430	\$	16,390 16,390
End of Year Fund Balance	\$	128,266	\$	128,266	\$	152,768	\$	24,502

BUDGETARY COMPARISON SCHEDULE – AMBULANCE/FIRE FUND YEAR ENDED March 31, 2019

	Original/ Amended Budget Actual					
Beginning of Year Fund Balance	\$	60,193	\$	60,193		
Available for Appropriation (Inflows)						
Taxes	\$	24,000	\$	25,340	\$	1,340
Interest		-		852		852
Amounts Available for Appropriation	\$	24,000	\$	26,192	\$	2,192
Charges to Appropriations (Outflows)						
Public Safety	\$	23,750	\$	23,750	\$	-
Total Charges to Appropriations	\$	23,750	\$	23,750	\$	-
End of Year Fund Balance	\$	60,443	\$	62,635	\$	2,192

BUDGETARY COMPARISON SCHEDULE – CEMETERY FUND YEAR ENDED March 31, 2019

	Orig	inal Budget	 mended Budget	Actual	Variance with Amended Budget	
Beginning of Year Fund Balance	\$	102,421	\$ 102,421	\$ 102,421		
Available for Appropriation (Inflows)			<u></u>			
Cemetery Lot Sales	\$	6,000	\$ 6,000	\$ 870	\$	(5,130)
Interest		-	-	3,159		3,159
Amounts Available for Appropriation	\$	6,000	\$ 6,000	\$ 4,029	\$	(1,971)
Charges to Appropriations (Outflows)						
General Government	\$	11,481	\$ 11,376	\$ 1,247	\$	10,129
Total Charges to Appropriations	\$	11,481	\$ 11,376	\$ 1,247	\$	10,129
End of Year Fund Balance	\$	96,940	\$ 97,045	\$ 105,203	\$	8,158



COMBINING BALANCE SHEET – NON-MAJOR GOVERNMENTAL FUNDS March 31, 2019

	Permit Fund		Fireman	's Association	Total		
Assets		_					
Cash and Cash Equivalents	\$	1,884	\$	1,486	\$	3,370	
Total Assets	\$	1,884	\$	1,486	\$	3,370	
Fund Balance							
Restricted							
Permits Activity	\$	1,884	\$	-	\$	1,884	
Fire Services		-		1,486		1,486	
Total Fund Balance	\$	1,884	\$	1,486	\$	3,370	

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES- NON-MAJOR GOVERNMENTAL FUNDS YEAR ENDED March 31, 2019

	Perr	nit Fund	 reman's	Total		
Revenues						
Licenses and Permits	\$	8,886	\$ -	\$	8,886	
Interest		2	1,550		1,552	
Total Revenues	\$	8,888	\$ 1,550	\$	10,438	
Expenditures						
Public Safety	\$	7,311	\$ -	\$	7,311	
Other (Community Outreach)			 64		64	
Total Expenditures	\$	7,311	\$ 64	\$	7,375	
Change in Fund Balance	\$	1,577	\$ 1,486	\$	3,063	
Fund Balance-Beginning of year		307	-	\$	307	
Fund Balance-End of year	\$	1,884	\$ 1,486	\$	3,370	