

Northfield Township

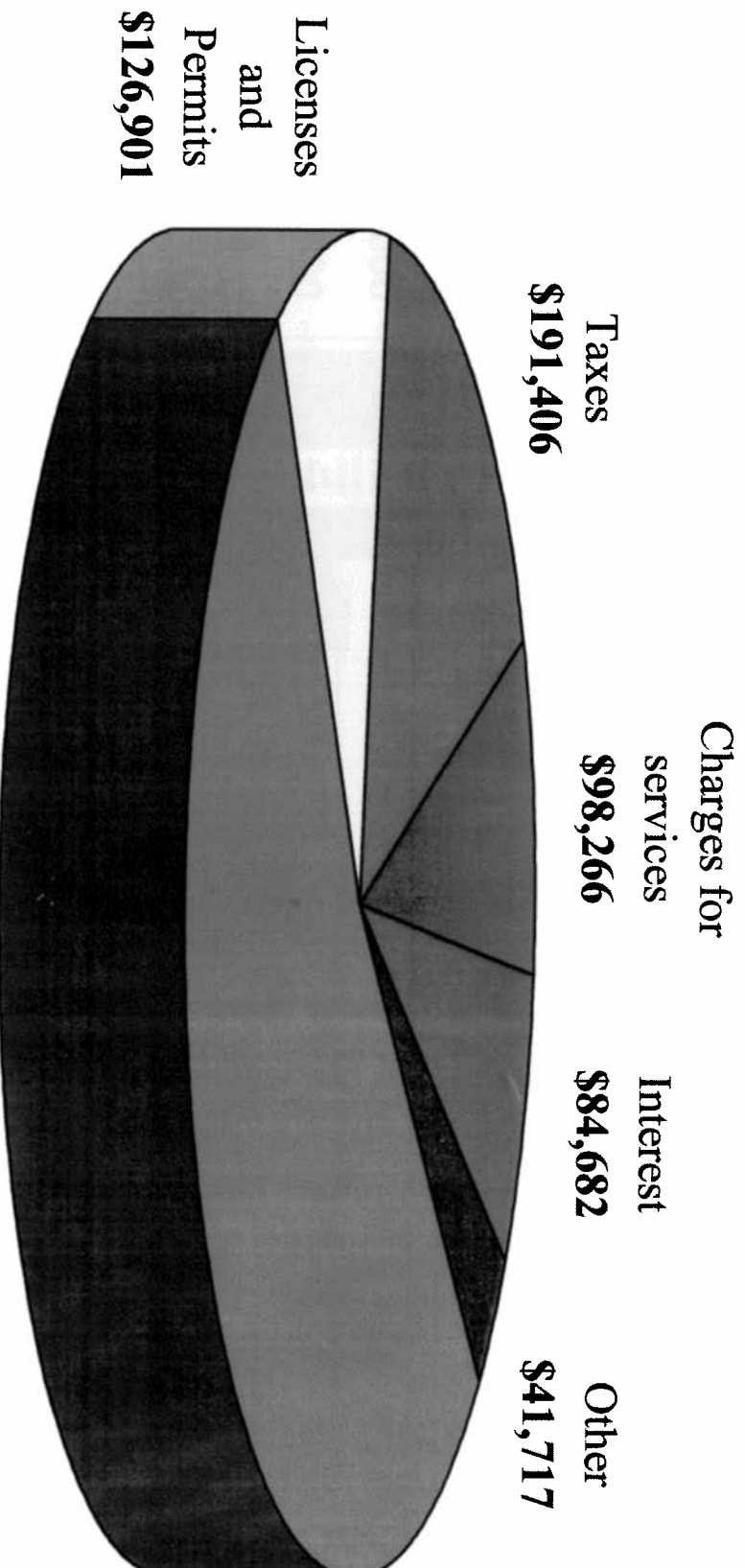
Audit Presentation
June 30, 2000

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PIETER, HANNIFORD & PALKA
Certified Public Accountants

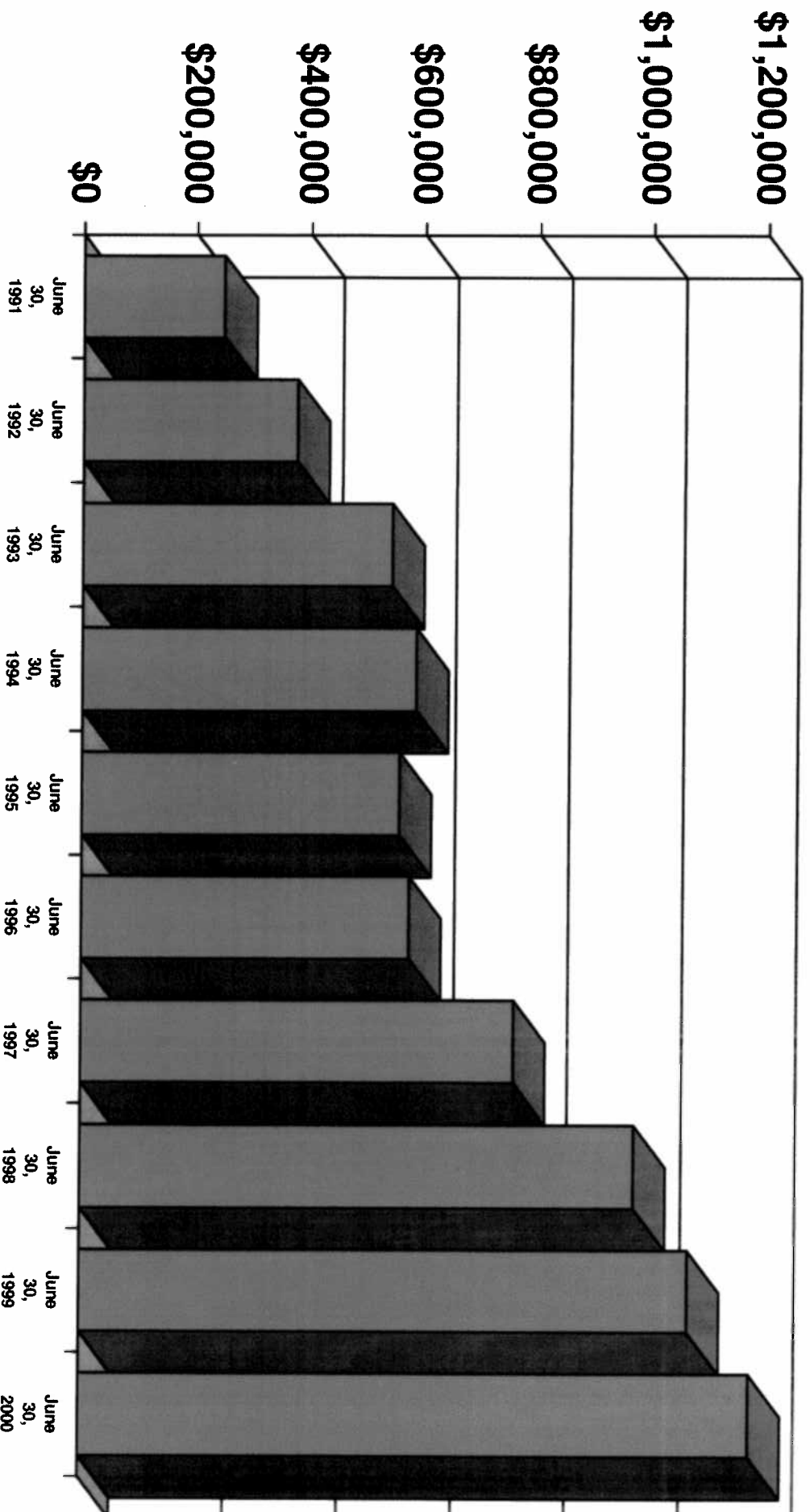
BRIGHTON, MICHIGAN

**Northfield Township
General Fund Revenues
For The Year Ended June 30, 2000**



Total Revenues = \$1,181,127

Northfield Township
General Fund
Fund Balance Comparison
June 30, 1991 - June 30, 2000



NORTHFIELD TOWNSHIP

REPORT ON
AUDIT OF GENERAL PURPOSE
FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION

FOR THE YEAR ENDED JUNE 30, 2000

2000

NORTHFIELD TOWNSHIP

TOWNSHIP OFFICIALS

Supervisor - Osbert Williams
Clerk - Judith Steele
Treasurer - Cynthia Wilson

TOWNSHIP BOARD

Clifford Behrens
Marta Larson
Linda Lupi
Daniel Rowe
Judith Steele
Osbert Williams
Cynthia Wilson

TOWNSHIP ATTORNEYS

Bodman, Longley & Dahling

TOWNSHIP AUDITORS

Pfeffer, Hanniford & Palka
Certified Public Accountants

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October 31, 2000

Board of Trustees
Northfield Township
75 Barker Road
Whitmore Lake, Michigan 48189

INDEPENDENT AUDITORS' REPORT

Honorable Board of Trustees:

We have audited the accompanying general purpose financial statements of Northfield Township as of and for the year ended June 30, 2000, as listed in the table of contents on pages 9 - 36. These general purpose financial statements are the responsibility of the township board. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

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

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Northfield Township as of June 30, 2000, and the results of its operations and the cash flows of its proprietary fund type for the year then ended in conformity with generally accepted accounting principles.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying financial information listed as supplementary information on pages 39 - 85 in the table of contents is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of Northfield Township. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

GENERAL PURPOSE FINANCIAL STATEMENTS

COMBINED
FINANCIAL
STATEMENTS

NORTHFIELD TOWNSHIP
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2000

	GOVERNMENTAL FUND TYPES		PROPRIETARY FUND TYPE
	General	Special Revenue	Enterprise
<u>ASSETS</u>			
ASSETS			
Cash and cash equivalents	\$ 550,791	\$ 520,801	\$ 1,257,684
Investments			468,800
Cash and cash equivalents - restricted			180,785
Investments - restricted			623,152
Due from other unit - restricted			
Receivables			
Taxes	3,897	24,057	
Sewer billings			130,924
Special assessment			3,102,080
State shared revenues	209,653		
Land contract	10,400		
Other	89,266	74,018	
Prepaid expenditures/expenses	37,105	63,926	21,335
Due from other funds	259,048	57,914	21,680
Due from area library	86,785		
Fixed assets, net of depreciation			8,443,413
Amount to be provided for general long-term debt			
Total assets	<u>\$ 1,246,945</u>	<u>\$ 740,716</u>	<u>\$14,249,853</u>

The accompanying notes are an integral part of these financial statements

FIDUCIARY FUND TYPES	ACCOUNT GROUPS		TOTALS	
	General	General	(Memorandum Only)	
	Fixed	Long-Term	2000	1999
Trust and Agency	Assets	Debt		
\$ 341,173	\$	\$	\$ 2,670,449	\$ 2,196,443
			468,800	443,377
			180,785	14,041
			623,152	589,359
				166,350
			27,954	166,479
			130,924	140,300
			3,102,080	
			209,653	201,387
			10,400	12,800
109,213			272,497	102,414
			122,366	
			338,642	94,854
			86,785	89,999
	3,696,134		12,139,547	9,688,856
		1,084,632	1,084,632	204,573
<u>\$ 450,386</u>	<u>\$ 3,696,134</u>	<u>\$ 1,084,632</u>	<u>\$21,468,666</u>	<u>\$14,111,232</u>

NORTHFIELD TOWNSHIP
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS -continued
JUNE 30, 2000

	<u>GOVERNMENTAL FUND TYPES</u>		<u>PROPRIETARY FUND TYPE</u>
	<u>General</u>	<u>Special Revenue</u>	<u>Enterprise</u>
<u>LIABILITIES AND FUND EQUITY</u>			
LIABILITIES			
Accounts payable	\$ 11,011	\$ 16,436	\$ 5,575
Bonds payable			675,000
Contracts payable			7,815,000
Performance bonds			
Due to others	10,376		3,000
Due to other funds	48,610	154,529	40,186
Accrued compensated absences			
Total liabilities	<u>69,997</u>	<u>170,965</u>	<u>8,538,761</u>
FUND EQUITY			
Investment in general fixed assets			
Contributed capital			3,196,713
Retained earnings			
Reserved			1,177,916
Unreserved			1,336,463
Fund balances			
Reserved	86,785		
Unreserved - undesignated	<u>1,090,163</u>	<u>569,751</u>	
Total fund equity	<u>1,176,948</u>	<u>569,751</u>	<u>5,711,092</u>
Total liabilities and fund equity	<u>\$ 1,246,945</u>	<u>\$ 740,716</u>	<u>\$14,249,853</u>

The accompanying notes are an integral part of these financial statements

FIDUCIARY FUND TYPE	ACCOUNT GROUPS		TOTALS	
	General Fixed Assets	General Long-Term Debt	(Memorandum Only)	
Agency			2000	1999
\$	\$	\$	\$ 33,022	\$ 36,909
			675,000	690,000
		1,029,153	8,844,153	3,510,465
121,200			121,200	128,400
233,869			247,245	94,406
95,317			338,642	94,854
		55,479	55,479	44,108
<u>450,386</u>		<u>1,084,632</u>	<u>10,314,741</u>	<u>4,599,142</u>
	3,696,134		3,696,134	2,704,137
			3,196,713	2,839,488
			1,177,916	1,156,851
			1,336,463	1,309,262
			86,785	89,999
			<u>1,659,914</u>	<u>1,412,353</u>
	<u>3,696,134</u>		<u>11,153,925</u>	<u>9,512,090</u>
<u>\$ 450,386</u>	<u>\$ 3,696,134</u>	<u>\$ 1,084,632</u>	<u>\$ 21,468,666</u>	<u>\$ 14,111,232</u>

NORTHFIELD TOWNSHIP
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2000

	General	Special Revenue	Totals (Memorandum Only)	
			2000	1999
REVENUES				
Taxes	\$ 191,406	\$ 1,396,140	\$ 1,587,546	\$ 1,399,863
Licenses and permits	126,901	82,244	209,145	269,090
State shared revenue	638,155		638,155	590,884
Grant revenue - federal		69,021	69,021	114,284
Charges for services	98,266	16,345	114,611	91,336
Fines and forfeits		28,554	28,554	22,251
Interest	84,682	42,914	127,596	69,135
Miscellaneous	41,717	29,222	70,939	75,217
Total revenues	<u>1,181,127</u>	<u>1,664,440</u>	<u>2,845,567</u>	<u>2,632,060</u>
EXPENDITURES				
Board and elected officials departments	254,718		254,718	291,523
General operations	662,322	113,945	776,267	686,509
Public safety		1,330,165	1,330,165	1,231,047
Capital outlay	59,289	1,037,956	1,097,245	113,444
Debt service		77,668	77,668	99,123
Total expenditures	<u>976,329</u>	<u>2,559,734</u>	<u>3,536,063</u>	<u>2,421,646</u>
Excess (deficiency) of revenues over expenditures before other financing sources (uses)	<u>204,798</u>	<u>(895,294)</u>	<u>(690,496)</u>	<u>210,414</u>
OTHER FINANCING SOURCES (USES)				
Operating transfers in		96,600	96,600	113,500
Operating transfers (out)	(96,600)		(96,600)	(113,500)
Proceeds from loans/capitalized leases		934,843	934,843	
Total other financing sources (uses)	<u>(96,600)</u>	<u>1,031,443</u>	<u>934,843</u>	
Excess (deficiency) of revenues over expenditures after other financing sources (uses)	108,198	136,149	244,347	210,414
FUND BALANCE, JULY 1, 1999	<u>1,068,750</u>	<u>433,602</u>	<u>1,502,352</u>	<u>1,291,938</u>
FUND BALANCE, JUNE 30, 2000	<u>\$ 1,176,948</u>	<u>\$ 569,751</u>	<u>\$ 1,746,699</u>	<u>\$ 1,502,352</u>

The accompanying notes are an integral part of these financial statements

NORTHFIELD TOWNSHIP
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL AND SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2000

	GENERAL FUND		Variance Favorable (Unfavorable)
	Budget	Actual	
REVENUES			
Taxes	\$	\$ 191,406	\$
Licenses and permits		126,901	
State shared revenue		638,155	
Grant revenue - federal			
Charges for services		98,266	
Interest		84,682	
Miscellaneous		41,717	
Total revenues	<u>1,264,006</u>	<u>1,181,127</u>	<u>(82,879)</u>
EXPENDITURES			
Board and elected officials departments		254,718	
General operations		662,322	
Public safety			
Capital outlay		59,289	
Debt service			
Total expenditures	<u>2,714,172</u>	<u>976,329</u>	<u>1,737,843</u>
Excess (deficiency) of revenues over expenditures before other financing sources (uses)	<u>(1,450,166)</u>	<u>204,798</u>	<u>1,654,964</u>
OTHER FINANCING SOURCES (USES)			
Operating transfers in			
Operating transfers (out)	(75,000)	(96,600)	(21,600)
Proceeds from loans	<u>500,000</u>		<u>(500,000)</u>
Total other financing sources (uses)	<u>425,000</u>	<u>(96,600)</u>	<u>(521,600)</u>
Excess (deficiency) of revenues over expenditures after other financing sources (uses)	<u>(1,025,166)</u>	<u>108,198</u>	<u>1,133,364</u>
FUND BALANCE, JULY 1, 1999	<u>1,068,750</u>	<u>1,068,750</u>	
FUND BALANCE, JUNE 30, 2000	<u>\$ 43,584</u>	<u>\$ 1,176,948</u>	<u>\$ 1,133,364</u>

Note: Budgets were prepared for all Special Revenue Funds except Fire Truck and Building Department Funds
The accompanying notes are an integral part of these financial statements

SPECIAL REVENUE FUNDS			TOTALS (MEMORANDUM ONLY)		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$	\$ 1,325,997	\$	\$	\$ 1,517,403	\$
	2,859			126,901	
	69,021			641,014	
	18,954			69,021	
	24,309			117,220	
	55,167			108,991	
				96,884	
<u>1,484,632</u>	<u>1,496,307</u>	<u>11,675</u>	<u>2,748,638</u>	<u>2,677,434</u>	<u>(71,204)</u>
				254,718	
	1,324,815			662,322	
	353,999			1,324,815	
	77,668			413,288	
				77,668	
<u>1,840,310</u>	<u>1,756,482</u>	<u>83,828</u>	<u>4,554,482</u>	<u>2,732,811</u>	<u>1,821,671</u>
<u>(355,678)</u>	<u>(260,175)</u>	<u>95,503</u>	<u>(1,805,844)</u>	<u>(55,377)</u>	<u>1,750,467</u>
98,500	96,600	(1,900)	98,500	96,600	(1,900)
(29,400)		29,400	(104,400)	(96,600)	7,800
	250,886	250,886	500,000	250,886	(249,114)
<u>69,100</u>	<u>347,486</u>	<u>278,386</u>	<u>494,100</u>	<u>250,886</u>	<u>(243,214)</u>
(286,578)	87,311	373,889	(1,311,744)	195,509	1,507,253
<u>433,602</u>	<u>433,602</u>		<u>1,502,352</u>	<u>1,502,352</u>	
<u>\$ 147,024</u>	<u>\$ 520,913</u>	<u>\$ 373,889</u>	<u>\$ 190,608</u>	<u>\$ 1,697,861</u>	<u>\$ 1,507,253</u>

STATEMENT OF REVENUES,
EXPENSES AND CHANGES
IN RETAINED EARNINGS
ENTERPRISE FUND

NORTHFIELD TOWNSHIP
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS
ENTERPRISE FUND
FOR THE YEAR ENDED JUNE 30, 2000

OPERATING REVENUES		
User charges		\$ 986,300
OPERATING EXPENSES		
Salaries and wages	\$ 221,382	
Payroll taxes	17,400	
Hospitalization	37,811	
Life insurance	2,835	
Pension	20,336	
Longevity	4,500	
Training and department	1,106	
Office supplies	1,910	
Operating supplies	32,779	
Uniforms	944	
Professional services	19,982	
Membership and dues	1,215	
Contracted services	5,999	
Administration fees	20,000	
Telephone	8,820	
Transportation	1,454	
Printing and postage	7,079	
Insurance and bonds	19,442	
Utilities	98,123	
Repairs and maintenance	140,246	
Rentals	2,369	
Miscellaneous	919	
Depreciation	<u>156,275</u>	
Total operating expenses		<u>822,926</u>
Operating income		163,374
NON-OPERATING REVENUES AND (EXPENSES)		
Other income	3,578	
Interest income	122,803	
Interest expense	(240,597)	
Bond fees	<u>(892)</u>	
Total non-operating revenues and (expenses)		<u>(115,108)</u>
Net income		48,266
RETAINED EARNINGS, JULY 1, 1999		<u>2,466,113</u>
RETAINED EARNINGS, JUNE 30, 2000		<u>\$ 2,514,379</u>

The accompanying notes are an integral part of these financial statements

STATEMENT OF CASH FLOWS
ENTERPRISE FUND

NORTHFIELD TOWNSHIP
STATEMENT OF CASH FLOWS
ENTERPRISE FUND
FOR THE YEAR ENDED JUNE 30, 2000

CASH FLOWS PROVIDED (USED) BY OPERATING ACTIVITIES

Operating income		\$ 163,374
Adjustments to reconcile operating income to net cash from (used in) operating activities		
Depreciation	\$ 156,275	
Other income	3,578	
Changes in assets and liabilities		
Decrease (increase) in sewer billings	9,376	
Decrease (increase) in due from other funds	(21,680)	
Decrease (increase) in prepaid expenses	(21,335)	
(Decrease) increase in accounts payable	(11,957)	
(Decrease) increase in due to other funds	<u>20,000</u>	
Total adjustments		<u>134,257</u>
Net cash provided (used) by operating activities		297,631

CASH FLOWS PROVIDED (USED) BY CAPITAL AND RELATED
FINANCING ACTIVITIES

Special assessment received	163,257	
Purchase of equipment/system	(189,506)	
Interest on long-term bonds	(240,597)	
Bond fees	(892)	
Repayment of principal on bonds	(115,000)	
Tap-in and capital improvement fees	273,000	
Reimbursement from county	<u>124,776</u>	
Net cash provided (used) by capital and related financing activities		15,038

CASH FLOWS PROVIDED (USED) BY INVESTING ACTIVITIES

Interest on cash and cash equivalents	<u>63,586</u>
Net increase in cash and cash equivalents	376,255

CASH AND CASH EQUIVALENTS AT JULY 1, 1999 1,062,214

CASH AND CASH EQUIVALENTS AT JUNE 30, 2000 \$ 1,438,469

NON CASH INVESTING, CAPITAL AND RELATED
FINANCING ACTIVITIES

Additions to system through contract with county \$ 1,420,005

The accompanying notes are an integral part of these financial statements

NOTES
TO
FINANCIAL
STATEMENTS

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

A. BASIS OF PRESENTATION

The accounts of the Township are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The transactions of each fund or account group are summarized by providing a separate set of self-balancing accounts which include its assets, liabilities, fund equity, revenues and expenses/expenditures. Funds within each major category are grouped by fund type in the combined financial statements. The funds and account groups used by the Township are as follows:

GOVERNMENTAL FUNDS

Governmental Funds are those through which general governmental functions of the Township are financed. The acquisition, use and balances of the Township's expendable financial resources and the related liabilities (except those accounted for in Proprietary Funds) are accounted for through Governmental Funds. The following are the Township's Governmental Fund types:

General Fund - The General Fund is the main operating fund of the Township. This fund is used to account for all financial resources not accounted for in other funds. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are paid from the General Fund.

Special Revenue Funds - The Special Revenue Funds are used to account for the proceeds of specific revenue resources (other than assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. There are eight special revenue funds: General Capital Outlay and Improvement, Building Department, Fire Protection, Fire Truck, Fire Capital Outlay, Medical Rescue, Law Enforcement, and Narcotics.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

PROPRIETARY FUND TYPES

Proprietary Funds are accounted for on a flow of economic resources measurement focus. The accounting objectives are a determination of net income, financial position and changes in cash flow. All assets and liabilities associated with a Proprietary Fund's activities are included on its balance sheet. The Township has one Proprietary Fund type, the Sewage Disposal System Fund.

Enterprise Funds - Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. There is one enterprise fund: Sewage Disposal System Fund.

FIDUCIARY FUNDS

Fiduciary Fund types are used to account for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. There are two Agency funds: Current Tax Collection and Trust and Agency.

ACCOUNT GROUPS

Account groups are used to establish accounting control and accountability for the Township's general fixed assets and general long-term debt obligations. The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

1. General Fixed Assets Account Group - This account group is established to account for all fixed assets of the Township, other than those assets accounted for in the Proprietary Funds. Capital outlays in funds other than Proprietary Funds are recorded as expenditures of those funds at the time of purchase and are subsequently recorded for control purposes in the General Fixed Assets Account Group.
2. General Long-Term Debt Account Group - This account group is established to account for all of the Township's long-term debt and governmental fund compensated absences that will be financed from general governmental resources. Long-term liabilities of all Proprietary Funds are accounted for in those funds.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. MEASUREMENT FOCUS/BASIS OF ACCOUNTING

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

The Governmental Fund Types (General and Special Revenue), use a current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Agency Funds also use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual; i.e., when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general long-term debt which are recorded as fund liabilities when due and accrued vacation and sick leave which is recorded when payable from current available financial resources.

The revenues susceptible to accrual are property taxes, franchise taxes, special assessments, licenses, charges for service, interest income and intergovernmental revenues. All other Governmental Fund Type revenues are recognized when received.

The Proprietary Fund Types are accounted for on an economic resources measurement focus using the accrual basis of accounting. Revenues are recorded when they are earned, including unbilled sewer services which are accrued. Expenses are recorded at the time liabilities are incurred.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. BUDGETARY DATA

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

The supervisor prepares the annual budgets through information received by the clerk. The proposed budget is then submitted for discussion and approval by the entire township board. The budget is approved by activity, rather than line by line. 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.

Budgets were prepared for all Special Revenue Funds except the Building Department and Fire Truck Funds. This is a violation of Public Act 621.

For the year ended June 30, 2000, expenditures exceeded appropriations in the following activity:

	<u>Budget</u>	<u>Actual</u>	Expenditures in Excess of Budget <u>Appropriations</u>
FIRE PROTECTION	\$ 239,876	\$ 498,394	\$ 258,518

D. 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.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. RISK MANAGEMENT

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

F. TOTAL COLUMNS ON COMBINED STATEMENTS - OVERVIEW

Total columns on the combined statements - overview are captioned "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

G. PROPERTY TAXES

Property tax revenues are recognized in the fiscal year for which the taxes are levied. Property taxes are levied on December 1 each year. These taxes become liens on the property at that date. These taxes are due on February 14, with the final collection date of February 28. The delinquent real property taxes of Northfield Township are purchased by Washtenaw County. The county sold tax notes, the proceeds of which were used to pay the township for these property taxes. This took place in June 2000. The 1999 adjusted taxable value of the Township totaled \$221,597,724. The township levies the following millage:

General township	.8830
Fire	.9358
Medical rescue	.9638
Police	4.2303
Library	<u>1.4065</u>
Total millage	<u>8.4194</u>

Michigan personal property tax assessments have been based, since the 1960's, on the use of one or more of several different multiplier tables formulated by the State Tax Commission against taxpayer reported original cost, depending on the assessor's view of the average life of the personal property. The State Tax Commission has indicated that it plans to reformulate the multipliers with the new multipliers anticipated to become effective for the year 2000. The State Tax Tribunal has informally indicated that once the new multipliers are approved, it may allow them to be applied retroactively in pending personal property tax appeals.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

H. OTHER FINANCING SOURCES (USES)

The transfers of cash between the various funds are budgeted but reported separate from revenues and expenditures as operating 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.

I. PROPERTY, PLANT AND EQUIPMENT

Fixed assets used in Governmental Fund Type operations are accounted for in the General Fixed Assets Account Group, rather than in Governmental Funds and interest has not been capitalized on fixed assets in the Governmental Fund Type operations.

All fixed assets are valued at historical cost or estimated historical cost if actual historical is not available. Donated assets are valued at their fair market value on the date donated. Assets capitalized have an original cost of \$1,000 or more and an estimated life of over three years.

Proprietary Fund Type - Property, plant and equipment owned by the Proprietary Fund are recorded at cost or, if contributed property, at their fair market value at the time of contribution. Repairs and maintenance are recorded as expenses; renewals and betterments are capitalized. Interest has not been capitalized during the construction period on property, plant and equipment in the proprietary fund.

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against their operations or as a reduction of contributed capital. Accumulated depreciation is reported on proprietary fund balance sheets. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Buildings	10 - 50 years
Sewer System	50 years
Equipment	5 years
Improvements	10 - 50 years

J. INVESTMENTS

Investments are stated at lower of cost or market.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 2 - DESCRIPTION OF REPORTING ENTITY

In accordance with the provisions of the Governmental Accounting Standards Board (GASB) Statement No. 14, certain other governmental organizations are not considered to be part of the reporting entity for financial statement purposes.

The criteria established by GASB Statement No. 14 for various governmental organizations to be included in the reporting entity's financial statements include accountability, control, and significant financial relationships.

Based upon the criteria discussed above, the following unit has been evaluated for inclusion into the township financial statements and has been determined not to be a component unit.

Northfield Township Area Library - Pursuant to Public Act 164, the library maintains a separately elected board of six members. A separate audit is performed with respect to this unit.

NOTE 3 - DUE FROM NORTHFIELD TOWNSHIP AREA LIBRARY

On May 15, 1989, the township entered into a land contract with the Northfield Township Library Board for the purchase of property commonly known as the "Dodge House". This transaction, which represents monies expended from the Northfield Township general fund, was in the original amount of \$112,500, and is to be amortized over thirty-five (35) years, without interest. Annual installments of \$3,215 started on February 22, 1993. The total outstanding balance at June 30, 2000 was \$86,785.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 4 - CHANGES IN FIXED ASSETS

A summary of changes in general fixed assets is as follows:

	Balance 7/1/99	Additions	Deletions	Balance 6/30/00
Land	\$ 85,525	\$	\$	\$ 85,525
Fire vehicles	610,843	969,843	182,763	1,397,923
Fire equipment	252,615	8,881		261,496
Rescue vehicles	207,837			207,837
Rescue equipment	98,262	5,889		104,151
Office equipment	185,794	22,233		208,027
Voting equipment	26,435			26,435
Buildings				
Township hall	57,722	37,056		94,778
Fire station	268,286			268,286
Law enforcement	9,717			9,717
Township hall additions	130,138			130,138
Paving	12,571			12,571
Senior center	420,720			420,720
Fire/police		76,295		76,295
Law enforcement	331,262	54,563		385,825
Signs	6,410			6,410
Total	<u>\$ 2,704,137</u>	<u>\$ 1,174,760</u>	<u>\$ 182,763</u>	<u>\$ 3,696,134</u>

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 4 - CHANGES IN FIXED ASSETS - continued

A summary of changes in proprietary fixed assets and accumulated depreciation is as follows:

	<u>Balance 7/1/99</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance 6/30/00</u>
FIXED ASSETS				
Land	\$ 214,918	\$	\$	\$ 214,918
Plant	2,202,957			2,202,957
Plant expansion	1,892,925	3,709,766		5,602,691
Equipment	385,642	54,495		440,137
Construction in progress	<u>3,666,797</u>		<u>1,861,246</u>	<u>1,805,551</u>
Totals	<u>\$ 8,363,239</u>	<u>\$ 3,764,261</u>	<u>\$ 1,861,246</u>	<u>\$10,266,254</u>
	<u>Balance 7/1/99</u>	<u>Depreciation</u>	<u>Deductions</u>	<u>Balance 6/30/00</u>
ACCUMULATED DEPRECIATION	<u>\$ 1,630,450</u>	<u>\$ 192,391</u>	<u>\$ 0</u>	<u>\$ 1,822,841</u>

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 5 - GENERAL LONG-TERM DEBT

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

Capital Lease

On December 15, 1996 the Township entered into a lease agreement with Ervin Leasing to purchase a copier for \$6,900. The Township is required to make monthly payments of \$190 until the lease matures in December 2001. The outstanding principal balance was \$2,889 on June 30, 2000.

Notes Payable

1. Note payable to National City Bank for the financing of a fire tanker. Principal payment of \$6,978 is due annually on June 1 and maturing June 1, 2003. Interest is charged at 5.0%, payable annually. The outstanding balance of the note at June 30, 2000 was \$20,935.
IN 200
2. Note payable to National City Bank for the financing of a fire tanker. Principal payment of \$15,453 is due annually on June 1 and maturing June 1, 2003. Interest is charged at 5.0%, payable annually. The outstanding balance of the note at June 30, 2000 was \$46,357.
IN 200
3. Note payable to National City Bank for the financing of fire tanker. Principal payment of \$24,129 is due annually on March 1 and maturing March 2001. Interest is charged at 4.95%, payable annually. The outstanding balance of the note at June 30, 2000 was \$24,129. PAID OFF
4. Note payable to Bank One for the financing of a pumper truck. Principal payments ranging from \$15,000 to \$24,886 are due annually on December 1 and mature December 2009. Interest is charged at 5.15%, payable annually. The outstanding balance of the note at June 30, 2000 was \$250,886.
IN 200
5. Note payable to Bank One for the financing of a platform truck. Principal payments ranging from \$35,000 to \$98,957 are due annually on December 1 and mature December 2009. Interest is charged at 5.15%, payable annually. The outstanding balance of the note at June 30, 2000 was \$683,957.
IN 955

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 5 - GENERAL LONG-TERM DEBT - continued

The following is a schedule of changes in general long-term debt:

	Balance 7/1/99	Additions	Payments	Balance 6/30/00
Capitalized Leases				
Key Bank	\$ 18,126	\$	\$ 18,126	\$
Ervin Leasing	<u>4,357</u>	<u></u>	<u>1,468</u>	<u>2,889</u>
Total capitalized leases	<u>22,483</u>	<u></u>	<u>19,594</u>	<u>2,889</u>
Notes Payable				
National City	48,259		24,130	24,129
National City	61,810		15,453	46,357
National City	27,913		6,978	20,935
Bank One		250,886		250,886
Bank One	<u></u>	<u>683,957</u>	<u></u>	<u>683,957</u>
Total notes payable	<u>137,982</u>	<u>934,843</u>	<u>46,561</u>	<u>1,026,264</u>
Compensated absences	<u>44,108</u>	<u>11,371</u>	<u></u>	<u>55,479</u>
Total general long-term debt	<u>\$ 204,573</u>	<u>\$ 946,214</u>	<u>\$ 66,155</u>	<u>\$ 1,084,632</u>

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 5 - GENERAL LONG-TERM DEBT - continued

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

Year Ending:	Capitalized Leases		Notes Payable		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2000 - 2001	\$ 1,821	\$ 453	\$ 96,560	\$ 30,538	\$ 98,381	\$ 30,991
2001 - 2002	1,068	69	82,431	47,812	83,499	47,881
2002 - 2003			90,435	90,430	90,435	90,430
2003 - 2004			83,000	38,977	83,000	38,977
2004 - 2005			93,000	34,798	93,000	34,798
2005 and after			580,838	92,437	580,838	92,437
Totals	\$ 2,889	\$ 522	\$ 1,026,264	\$ 334,992	\$ 1,029,153	\$ 335,514

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 6 - BONDS PAYABLE

Bonds payable in the proprietary fund, maturing in May 2022, are made up of the following:

	Balance 7-1-99	Additions	Payments	Balance 6-30-00	Interest Expense	Current Portion	Long-Term Portion
1992 Junior Lien Revenue Bonds (General Obligation Limited Tax)	<u>\$ 690,000</u>	<u>\$</u>	<u>\$ 15,000</u>	<u>\$ 675,000</u>	<u>\$ 45,833</u>	<u>\$ 15,000</u>	<u>\$ 660,000</u>

The summary of future years payments of bond interest and principal is as follows:

1992 Junior Lien Revenue Bonds (General Obligation Limited Tax)			
Year Ending June 30,	Interest Rate	Principal	Interest
2001	5.8	\$ 15,000	\$ 44,962
2002	5.9	15,000	44,078
2003	6.0	15,000	43,177
2004	6.15	15,000	42,255
2005	6.25	20,000	41,318
2005 - 2022	6.65 to 6.75	<u>595,000</u>	<u>417,075</u>
		<u>\$ 675,000</u>	<u>\$ 632,865</u>

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 7 - CONTRACTS PAYABLE

The following is a summary of contract payable debt for the proprietary fund for the year ending June 30, 2000:

1. Loan payable to Washtenaw County for the financing of the wastewater system expansion project. Principal payable in annual installments ranging from \$100,000 to \$275,000 starting November 1, 1997, interest is charged at 4.7% to 7.625%, payable semi-annually. Outstanding balance of the contract was \$3,250,000 at June 30, 2000.
2. Loan payable to Washtenaw County to finance the construction costs of the 8 Mile Road Pump Station. Principal payable in annual installments ranging from \$25,000 to \$100,000 starting May 1, 2001, interest is charged at 5.3% to 5.9%, payable semi-annually. The outstanding balance as of June 30, 2000 was \$1,365,000.
3. Loan payable to Washtenaw County to finance the sanitary sewer system expansion at North Territorial Road. Principal payable in annual installments ranging from \$125,000 to \$200,000 starting May 1, 2001, interest is charged at 6.01%, payable semi-annually. The outstanding balance as of June 30, 2000 was \$3,200,000.

IN 890 →

	1997 - Wastewater System Improvements		2000 - 8 Mile Pump Station	
	Principal	Interest	Principal	Interest
2000 - 2001	\$ 100,000	\$ 171,531	\$ 25,000	\$ 75,933
2001 - 2002	125,000	163,906	40,000	74,608
2002 - 2003	125,000	154,375	50,000	72,488
2003 - 2004	150,000	148,500	50,000	69,838
2004 - 2005	150,000	141,300	50,000	67,188
2005 - 2006	150,000	134,100	50,000	64,538
2006 - and thereafter	<u>2,450,000</u>	<u>829,451</u>	<u>1,100,000</u>	<u>500,246</u>
	<u>\$3,250,000</u>	<u>\$1,743,163</u>	<u>\$1,365,000</u>	<u>\$ 924,839</u>

ME-10

2000 - North Territorial Sewer Expansion		TOTAL	
<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
\$ 125,000	\$ 166,410	\$ 250,000	\$ 413,874
125,000	173,725	290,000	412,239
150,000	166,225	325,000	393,088
150,000	157,600	350,000	375,938
150,000	148,975	350,000	357,463
150,000	140,538	350,000	339,176
<u>2,350,00</u>	<u>956,119</u>	<u>5,900,000</u>	<u>2,285,816</u>
<u>\$3,200,000</u>	<u>\$1,909,592</u>	<u>\$7,815,000</u>	<u>\$4,577,594</u>

NEW

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 8 - PENSION PLAN - DEFINED CONTRIBUTION PLAN

The defined contribution plan of Northfield Township is a fully insured plan funded by both employer (2/3) and employee (1/3) contributions. An employee may make voluntary contributions of up to 10% of their annual compensation. All participants are vested 100% immediately.

A participant includes all full-time employees as of the beginning of the anniversary date or June 1st of each year. The annual contributions are based on the following formula:

Employer contributes 10% of wages
Employee contributes 5% of wages

Annual contribution
to pension plan 15% of wages

The plan name is "Group Pension Plan" #GN 76089 through Manulife. A summary of the plan's activity for the period July 1, 1999 to June 30, 2000, is as follows:

Balance in guaranteed account July 1, 1999		\$ 1,426,712
Current year contributions		
Township portion	\$ 97,996	
Employee portion	<u>58,324</u>	156,320
Interest less asset charges		<u>72,004</u>
Balance in guaranteed account June 30, 2000.		<u>\$ 1,655,036</u>

Interest has been credited to June 30, 2000.

A contribution of \$156,320, was made in the fiscal year ended June 30, 2000.

Total payroll was \$1,429,076, for the fiscal year ended June 30, 2000.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 9 - INTERFUND RECEIVABLE AND PAYABLE BALANCES

	<u>Interfund Receivable</u>		<u>Interfund Payable</u>
General Fund	\$ 88,199	Current Tax Collection Fund	\$ 88,199
General Fund	40,186	Sewage Disposal System Fund	40,186
General Fund	70,000	Law Enforcement Fund	70,000
General Fund	7,118	Trust and Agency Fund	7,118
General Fund	15,000	Fire Protection Fund	15,000
General Fund	5,350	Fire Truck Fund	5,350
General Fund	33,195	Building Department Fund	33,195
Sewage Disposal System Fund	21,680	General Fund	21,680
Fire Protection Fund	496	General Fund	496
Fire Protection Fund	829	Medical Rescue Fund	829
Fire Capital Outlay Fund	30,155	Fire Protection Fund	30,155
Law Enforcement Fund	25,938	General Fund	25,938
Medical Rescue Fund	<u>496</u>	General Fund	<u>496</u>
	<u>\$ 338,642</u>		<u>\$ 338,642</u>

NOTE 10 - SEGMENT INFORMATION - ENTERPRISE FUND

Selected financial information with respect to the enterprise fund maintained by the Township for sewage disposal service is as follows:

	<u>Sewage Disposal Fund</u>
Operating revenues	\$ 986,300
Depreciation	192,391
Operating income	163,374
Net working capital	4,688,742
Total assets	14,249,853
Unreserved retained earnings	1,336,463
Total fund equity	5,711,092
Contributed capital	3,196,713

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 11 - DEPOSITS WITH FINANCIAL INSTITUTIONS

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 Township deposits are in accordance with statutory authority. The Township maintains a \$475 petty cash fund.

The governmental Accounting Standards Board Statement No. 3 risk disclosures for the Township's deposits are as follows:

<u>Deposits</u>	<u>Carrying Amount</u>	<u>Bank Balance</u>
Insured	\$ 269,743	\$ 269,743
Uninsured and uncollateralized	<u>3,672,968</u>	<u>4,549,348</u>
	<u>\$ 3,942,711</u>	<u>\$ 4,819,091</u>

NOTE 12 - DEFERRED COMPENSATION PAYABLE

The Township offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan is administered by the Aetna Life Insurance and Annuity Company. The assets of the plan are held in trust for the exclusive benefit of the participants and their beneficiaries.

The Township had amended the plan to be in compliance with the Small Business Job Protection Act of 1996. The assets of the plan have been moved to a trust to be held for the exclusive benefit of the participants and their beneficiaries.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 13 - STATEMENT OF CASH FLOWS

Pursuant to the Governmental Accounting Standards Board (GASB) statement number 9, a statement of cash flows is presented. The purpose of the statement of cash flows is to explain the change in cash equivalents during the year. Cash equivalents are defined as short-term, highly liquid investments with original maturities of three months or less. The indirect method was utilized to represent cash flows from operations. The following is a schedule of beginning and ending cash and cash equivalents:

	<u>June 30, 1999</u>	<u>June 30, 2000</u>
Current assets		
Cash and cash equivalents	\$ 1,048,173	\$ 1,257,684
Restricted assets		
Cash and cash equivalents - special assessments	<u>14,041</u>	<u>180,785</u>
Total cash and cash equivalents	<u>\$ 1,062,214</u>	<u>\$ 1,438,469</u>

NOTE 14 - CONTINGENT LIABILITIES

The township is involved in various legal actions arising in the normal course of business. In the opinion of management, such matters will not have a material effect upon the financial position of the township.

NOTE 15 - WASTEWATER TREATMENT PLANT COURT ORDER

The Township has completed an expansion of the existing wastewater treatment plant. The Livingston County Circuit Court retains jurisdiction over a pending case regarding water discharge. In 1972, the court granted certain injunctive relief limiting plant discharge. The court authorized plant expansion in accordance with certain standards. A supplemental order was entered in September 1978, authorizing further increases in discharge subject to certain conditions, but without monetary damages. On March 19, 1992, the Livingston County Circuit Court entered a supplemental order authorizing the increase in capacity from seven hundred fifty thousand (750,000) gallons to one million three hundred thousand (1,300,000) gallons per day. The jurisdiction of the court is retained and continued. The court also stipulated various discharge limitations that must be complied with.

NORTHFIELD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2000

NOTE 16 - FEDERAL GRANT ACTIVITIES

The Township is the recipient of a direct federal grant through the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS). Current year revenue totaled \$52,622.

The Township participates in Lawnet, which is a consortium of local police agencies concentrating on undercover drug enforcement. The source of the funding is a direct federal grant which is "passed-through" and administered by the Ypsilanti, Michigan, Police Department. Current year revenue totaled \$16,399.

NOTE 17 - FUND BALANCE DEFICIT

A deficit was created in the Building Department Fund in the amount of \$34,560. This fund was created to account for the fees and expenditures involved in operating a building department, pursuant to Public Act 245. Department of Treasury considers January 1, 2000, as the budgetary effective date of the act. Therefore, the activity in this fund only includes operations for the six months ending June 30, 2000. The Township will file a deficit reduction plan as required by statutory authority. The Township believes the deficit in this fund will be remedied with the operations of the next fiscal year.

SUPPLEMENTARY
INFORMATION

COMBINING
FINANCIAL
STATEMENTS

NORTHFIELD TOWNSHIP
COMBINING BALANCE SHEET
ALL SPECIAL REVENUE FUNDS
JUNE 30, 2000

	General Capital Outlay and Improvement Fund	Building Department Fund	Fire Protection Fund
<u>ASSETS</u>			
ASSETS			
Cash and cash equivalents	\$ 108,178	\$	\$ 84,033
Taxes receivable			4,085
Due from other funds			1,325
Accounts receivable - other			6,050
Prepaid expenditures			12,563
Total assets	<u>\$ 108,178</u>	<u>\$</u>	<u>\$ 108,056</u>
 <u>LIABILITIES AND FUND BALANCE</u>			
LIABILITIES			
Accounts payable	\$	\$ 1,365	\$ 3,828
Due to other funds		33,195	45,155
Total liabilities		34,560	48,983
FUND BALANCE (DEFICIT)	<u>108,178</u>	<u>(34,560)</u>	<u>59,073</u>
Total liabilities and fund balance	<u>\$ 108,178</u>	<u>\$</u>	<u>\$ 108,056</u>

Fire Capital Outlay Fund	Fire Truck Fund	Medical Rescue Fund	Law Enforcement Fund	Narcotics Fund	Totals
\$ 9,405	\$ 88,385	\$ 155,585	\$ 68,103	\$ 7,112	\$ 520,801
	363	3,566	16,043		24,057
30,155		496	25,938		57,914
			67,968		74,018
		18,842	32,521		63,926
<u>\$ 39,560</u>	<u>\$ 88,748</u>	<u>\$ 178,489</u>	<u>\$ 210,573</u>	<u>\$ 7,112</u>	<u>\$ 740,716</u>
\$	\$	\$	\$	\$	\$
	5,350	1,088	10,155		16,436
		829	70,000		154,529
	5,350	1,917	80,155		170,965
<u>39,560</u>	<u>83,398</u>	<u>176,572</u>	<u>130,418</u>	<u>7,112</u>	<u>569,751</u>
<u>\$ 39,560</u>	<u>\$ 88,748</u>	<u>\$ 178,489</u>	<u>\$ 210,573</u>	<u>\$ 7,112</u>	<u>\$ 740,716</u>

NORTHFIELD TOWNSHIP
COMBINING BALANCE SHEET
ALL AGENCY FUNDS
JUNE 30, 2000

	<u>Current Tax Collection Fund</u>	<u>Trust and Agency Fund</u>	<u>Totals</u>
<u>ASSETS</u>			
ASSETS			
Cash and cash equivalents	\$ 88,199	\$	\$ 341,173
Due from schools	<u>109,213</u>	<u></u>	<u>109,213</u>
Total assets	<u>\$ 197,412</u>	<u>\$ 252,974</u>	<u>\$ 450,386</u>
 <u>LIABILITIES</u>			
LIABILITIES			
Due to other funds	\$ 88,199	\$ 7,118	\$ 95,317
Due to others	109,213	124,656	233,869
Performance bonds	<u></u>	<u>121,200</u>	<u>121,200</u>
Total liabilities	<u>\$ 197,412</u>	<u>\$ 252,974</u>	<u>\$ 450,386</u>

NORTHFIELD TOWNSHIP
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
ALL SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2000

	General Capital Outlay and Improvement Fund	Building Department Fund	Fire Protection Fund
REVENUES			
Taxes	\$	\$	\$ 202,431
Fines and forfeits			8,583
Charges for services		79,385	
Licenses and permits	5,408		6,456
Interest			10,000
Other revenue			
Grant revenue - federal			
Total revenues	<u>5,408</u>	<u>79,385</u>	<u>227,470</u>
EXPENDITURES			
General government		113,945	
Public safety			157,382
Principal			40,557
Interest			5,688
Capital outlay			<u>294,767</u>
Total expenditures		<u>113,945</u>	<u>498,394</u>
Excess (deficiency) of revenues over expenditures before other financing sources (uses)	<u>5,408</u>	<u>(34,560)</u>	<u>(270,924)</u>
OTHER FINANCING SOURCES (USES)			
Operating transfers in			20,000
Proceeds from loans/capitalized leases			<u>250,886</u>
Total other financing sources (uses)			<u>270,886</u>
Excess (deficiency) of revenues over expenditures after other financing sources (uses)	5,408	(34,560)	(38)
FUND BALANCE, JULY 1, 1999	<u>102,770</u>		<u>59,111</u>
FUND BALANCE (DEFICIT), JUNE 30, 2000	<u>\$ 108,178</u>	<u>\$ (34,560)</u>	<u>\$ 59,073</u>

<u>Fire Capital Outlay Fund</u>	<u>Fire Truck Fund</u>	<u>Medical Rescue Fund</u>	<u>Law Enforcement Fund</u>	<u>Narcotics Fund</u>	<u>Totals</u>
\$	\$ 70,143	\$ 208,488	\$ 915,078	\$	\$1,396,140
			27,361	1,193	28,554
		7,762			16,345
			2,859		82,244
881	18,605	4,593	6,903	68	42,914
		1,893	17,129	200	29,222
			69,021		69,021
<u>881</u>	<u>88,748</u>	<u>222,736</u>	<u>1,038,351</u>	<u>1,461</u>	<u>1,664,440</u>
					113,945
	5,350	130,749	1,036,097	587	1,330,165
		24,129			64,686
		2,395	4,899		12,982
	683,957	5,889	53,343		1,037,956
	689,307	163,162	1,094,339	587	2,559,734
<u>881</u>	<u>(600,559)</u>	<u>59,574</u>	<u>(55,988)</u>	<u>874</u>	<u>(895,294)</u>
20,000		20,000	36,600		96,600
	683,957				934,843
<u>20,000</u>	<u>683,957</u>	<u>20,000</u>	<u>36,600</u>		<u>1,031,443</u>
20,881	83,398	79,574	(19,388)	874	136,149
18,679		96,998	149,806	6,238	433,602
<u>\$ 39,560</u>	<u>\$ 83,398</u>	<u>\$ 176,572</u>	<u>\$ 130,418</u>	<u>\$ 7,112</u>	<u>\$ 569,751</u>

INDIVIDUAL FUNDS

GENERAL
FUND

NORTHFIELD TOWNSHIP
GENERAL FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash and cash equivalents	\$ 550,791
Taxes receivable	3,897
State shared revenue receivable	209,653
Accounts receivable - other	89,266
Due from other funds	259,048
Due from township area library	86,785
Land contract receivable	10,400
Prepaid expenditures	<u>37,105</u>

Total assets

\$ 1,246,945

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable	\$ 11,011
Due to other funds	48,610
Due to others	<u>10,376</u>

Total liabilities

\$ 69,997

FUND BALANCE

Reserved	86,785
Unreserved	<u>1,090,163</u>

Total fund balance

1,176,948

Total liabilities and fund balance

\$ 1,246,945

NORTHFIELD TOWNSHIP
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Taxes	\$ 187,000	\$ 191,406	\$ 4,406
Licenses and permits	206,500	126,901	(79,599)
State shared revenues	675,000	638,155	(36,845)
Charges for services	106,381	98,266	(8,115)
Interest	20,000	84,682	64,682
Miscellaneous revenue	69,125	41,717	(27,408)
Total revenues	<u>1,264,006</u>	<u>1,181,127</u>	<u>(82,879)</u>
EXPENDITURES			
Township board	178,000	77,501	100,499
Supervisor	94,310	76,998	17,312
Elections	17,100	7,250	9,850
Clerk	89,624	52,158	37,466
Board of review	8,400	6,288	2,112
Treasurer	68,830	48,061	20,769
Township hall and grounds	86,784	67,773	19,011
Building department	213,800	72,998	140,802
Zoning and planning departments	153,300	82,777	70,523
Unallocated	182,825	134,606	48,219
Human services contract	5,000	5,000	
Roads	216,243	192,231	24,012
Street lights	25,000	23,802	1,198
Capital outlay	1,175,000	59,289	1,115,711
Clean up and recycling	19,000	10,851	8,149
Recreation	6,000	867	5,133
Senior Center	174,956	57,879	117,077
Total expenditures	<u>2,714,172</u>	<u>976,329</u>	<u>1,737,843</u>
Excess (deficiency) of revenues over expenditures before other financing (uses)	(1,450,166)	204,798	1,654,964
OTHER FINANCING SOURCES (USES)			
Loan proceeds	500,000		(500,000)
Operating transfers (out)	<u>(75,000)</u>	<u>(96,600)</u>	<u>(21,600)</u>
Total other financing sources (uses)	<u>425,000</u>	<u>(96,600)</u>	<u>(521,600)</u>
Excess (deficiency) of revenues over expenditures after other financing (uses)	(1,025,166)	108,198	1,133,364
FUND BALANCE, JULY 1, 1999	<u>1,068,750</u>	<u>1,068,750</u>	
FUND BALANCE, JUNE 30, 2000	<u>\$ 43,584</u>	<u>\$ 1,176,948</u>	<u>\$ 1,133,364</u>

NORTHFIELD TOWNSHIP
GENERAL FUND
STATEMENT OF REVENUES - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
TAXES	<u>\$ 187,000</u>	<u>\$ 191,406</u>	<u>\$ 4,406</u>
LICENSES AND PERMITS			
Building inspections		123,956	
Contractors registration		1,545	
Trailer junk yard permits		100	
Private road permits		<u>1,300</u>	
Total licenses and permits	<u>206,500</u>	<u>126,901</u>	<u>(79,599)</u>
STATE SHARED REVENUES	<u>675,000</u>	<u>638,155</u>	<u>(36,845)</u>
CHARGES FOR SERVICES			
Cablevision franchise fees		39,730	
Telephone franchise fees		4,222	
Zoning fees		8,400	
Board of appeals		13,350	
May clean up		11,839	
Site plan reviews		10,140	
Mobile home park fees		3,816	
Summer tax collection fees		3,830	
Duplicating		<u>2,939</u>	
Total charges for services	<u>106,381</u>	<u>98,266</u>	<u>(8,115)</u>
INTEREST	<u>20,000</u>	<u>84,682</u>	<u>64,682</u>
MISCELLANEOUS REVENUE			
Sewer administration reimbursement		20,000	
Sale of assets		1,375	
Rental income		3,600	
Other revenue		<u>16,742</u>	
Total miscellaneous revenue	<u>69,125</u>	<u>41,717</u>	<u>(27,408)</u>
Total revenues	<u>\$ 1,264,006</u>	<u>\$ 1,181,127</u>	<u>\$ (82,879)</u>

NORTHFIELD TOWNSHIP
GENERAL FUND
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
TOWNSHIP BOARD			
Fees	\$	\$ 18,500	\$
Audit		6,000	
Legal		29,275	
Sidewalks		5,140	
Y2K emergency		10,730	
Printing and publishing		4,034	
Miscellaneous		46	
Training and development		<u>3,776</u>	
Total township board	<u>178,000</u>	<u>77,501</u>	<u>100,499</u>
SUPERVISOR			
Supervisor's salary		32,110	
Assessor		38,070	
Clerical		4,314	
Training and development		526	
Transportation		681	
Dues and subscriptions		95	
Postage		<u>1,202</u>	
Total supervisor	<u>94,310</u>	<u>76,998</u>	<u>17,312</u>
ELECTIONS			
Fees		4,043	
Office supplies		1,214	
Postage		1,250	
Printing and publishing		<u>743</u>	
Total elections	<u>17,100</u>	<u>7,250</u>	<u>9,850</u>
CLERK			
Clerk's salary		32,110	
Recording secretary		2,973	
Deputy clerk's salary		8,592	
Bookkeeper's salary		7,085	
Transportation		190	
Training and development		1,133	
Dues and subscriptions		<u>75</u>	
Total clerk	<u>89,624</u>	<u>52,158</u>	<u>37,466</u>

NORTHFIELD TOWNSHIP
GENERAL FUND
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
BOARD OF REVIEW			
Fees		1,947	
Tax tribunal and drains		4,036	
Miscellaneous		305	
	<u> </u>	<u> </u>	<u> </u>
Total board of review	<u>8,400</u>	<u>6,288</u>	<u>2,112</u>
TREASURER			
Treasurer's salary		32,110	
Summer tax collection		1,000	
Deputy treasurer's salary		2,209	
Sewer billing clerk		8,637	
Tax statement preparation		1,209	
Transportation		75	
Dues and subscriptions		100	
Training and development		721	
Postage		2,000	
	<u> </u>	<u> </u>	<u> </u>
Total treasurer	<u>68,830</u>	<u>48,061</u>	<u>20,769</u>
TOWNSHIP HALL AND GROUNDS			
Clerical salary		23,453	
Janitor fees		6,280	
Office supplies		10,140	
Telephone		10,171	
Postage		502	
Utilities		7,906	
Repairs and maintenance		8,141	
Equipment rental		1,180	
	<u> </u>	<u> </u>	<u> </u>
Total township hall and grounds	<u>86,784</u>	<u>67,773</u>	<u>19,011</u>
BUILDING DEPARTMENT			
Salaries		59,085	
Clerical		8,516	
Office supplies		1,104	
Printing and publication		581	
Legal fees		3,058	
Transportation		164	
Repairs and maintenance		280	
Miscellaneous		210	
	<u> </u>	<u> </u>	<u> </u>
Total building department	<u>213,800</u>	<u>72,998</u>	<u>140,802</u>

NORTHFIELD TOWNSHIP
GENERAL FUND
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
ZONING AND PLANNING DEPARTMENTS			
Salaries - recording secretary		3,050	
Salaries - zoning administrator		23,986	
Planning commission fees		9,500	
Board of appeals fees		5,100	
Office supplies		334	
Printing and publications		8,573	
Professional fees		28,718	
Training and development		2,571	
Transportation		445	
Postage		500	
Total zoning and planning departments	<u>153,300</u>	<u>82,777</u>	<u>70,523</u>
UNALLOCATED			
Insurance - health		41,517	
Insurance - life		3,471	
Employer's social security		20,859	
Pension		35,607	
Insurance - general and bonds		21,334	
Membership dues		8,589	
Miscellaneous		2,929	
Longevity		300	
Total unallocated	<u>182,825</u>	<u>134,606</u>	<u>48,219</u>
HUMAN SERVICES CONTRACT	<u>5,000</u>	<u>5,000</u>	
ROADS	<u>216,243</u>	<u>192,231</u>	<u>24,012</u>
STREET LIGHTS	<u>25,000</u>	<u>23,802</u>	<u>1,198</u>
CAPITAL OUTLAY	<u>1,175,000</u>	<u>59,289</u>	<u>1,115,711</u>
CLEAN UP AND RECYCLING	<u>19,000</u>	<u>10,851</u>	<u>8,149</u>
RECREATION	<u>6,000</u>	<u>867</u>	<u>5,133</u>
SENIOR CENTER	<u>174,956</u>	<u>57,879</u>	<u>117,077</u>
Total expenditures	<u>\$ 2,714,172</u>	<u>\$ 976,329</u>	<u>\$ 1,737,843</u>

GENERAL CAPITAL
OUTLAY AND
IMPROVEMENT FUND

NORTHFIELD TOWNSHIP
GENERAL CAPITAL OUTLAY AND IMPROVEMENT FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash and cash equivalents

\$ 108,178

FUND BALANCE

FUND BALANCE

\$ 108,178

NORTHFIELD TOWNSHIP
GENERAL CAPITAL OUTLAY AND IMPROVEMENT FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Interest	\$ 5,000	\$ 5,408	\$ 408
EXPENDITURES	<u>102,000</u>		<u>102,000</u>
Excess (deficiency) of revenues over expenditures	(97,000)	5,408	102,408
FUND BALANCE, JULY 1, 1999	<u>102,770</u>	<u>102,770</u>	
FUND BALANCE, JUNE 30, 2000	<u>\$ 5,770</u>	<u>\$ 108,178</u>	<u>\$ 102,408</u>

BUILDING
DEPARTMENT
FUND

NORTHFIELD TOWNSHIP
BUILDING DEPARTMENT FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

\$ _____

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable
Due to other funds

\$ 1,365
33,195

Total liabilities

\$ 34,560

FUND BALANCE (DEFICIT)

(34,560)

Total liabilities and fund balance (deficit)

\$ _____

NORTHFIELD TOWNSHIP
BUILDING DEPARTMENT FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2000

REVENUES		
Building permit fees	\$ 77,930	
Contractor's registration	<u>1,455</u>	
Total revenues		\$ 79,385
EXPENDITURES		
Salaries - administrative	68,210	
Salary - clerical	14,557	
Payroll taxes	6,332	
Hospitalization	3,999	
Life insurance	412	
Pension	1,068	
Supplies	1,255	
Legal fees	12,785	
Transportation	214	
Printing and publishing	214	
Insurance - general and bonds	4,267	
Repairs and maintenance	16	
Training and development	423	
Miscellaneous	<u>193</u>	
Total expenditures		<u>113,945</u>
Excess (deficiency) of revenues over expenditures		(34,560)
FUND BALANCE, JULY 1, 1999		<u> </u>
FUND BALANCE (DEFICIT), JUNE 30, 2000		<u><u>\$ (34,560)</u></u>

FIRE
PROTECTION
FUND

NORTHFIELD TOWNSHIP
FIRE PROTECTION FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash and cash equivalents	\$ 84,033
Taxes receivable	4,085
Due from other funds	1,325
Due from others	6,050
Prepaid expenditures	<u>12,563</u>

Total assets \$ 108,056

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable	\$ 3,828
Due to other funds	<u>45,155</u>

Total liabilities \$ 48,983

FUND BALANCE

59,073

Total liabilities and fund balance \$ 108,056

NORTHFIELD TOWNSHIP
FIRE PROTECTION FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Taxes	\$	\$ 202,431	\$
Charges for services		8,583	
Interest		6,456	
Other revenue		<u>10,000</u>	<u></u>
Total revenues	<u>215,767</u>	<u>227,470</u>	<u>11,703</u>
EXPENDITURES			
Salary		15,725	
Chief		3,435	
Officers		6,556	
Payroll taxes		65,827	
Firemen fees		1,068	
Hospitalization insurance		1,488	
Pension		2,493	
Training and development		3,366	
Contractual services		2,002	
Telephone		423	
Printing and postage		3,255	
Transportation		3,576	
Supplies		15,536	
Insurance and bonds		2,907	
Utilities		2,975	
Miscellaneous		1,302	
Professional services		18,262	
Repairs and maintenance		7,186	
Uniforms		294,767	
Capital outlay		40,557	
Loan principal		<u>5,688</u>	<u></u>
Loan interest			
Total expenditures	<u>239,876</u>	<u>498,394</u>	<u>(258,518)</u>
Excess (deficiency) of revenues over expenditures before other financing sources (uses)	<u>(24,109)</u>	<u>(270,924)</u>	<u>(246,815)</u>

NORTHFIELD TOWNSHIP
FIRE PROTECTION FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - continued
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
OTHER FINANCING SOURCES (USES)			
Loan proceeds	\$	\$ 250,886	\$ 250,886
Operating transfers in	20,000	20,000	
Operating transfers (out)	<u>(5,000)</u>	<u></u>	<u>5,000</u>
Total other financing sources (uses)	<u>15,000</u>	<u>270,886</u>	<u>255,886</u>
Excess (deficiency) of revenues over expenditures after other financing sources (uses)	(9,109)	(38)	9,071
FUND BALANCE, JULY 1, 1999	<u>59,111</u>	<u>59,111</u>	<u></u>
FUND BALANCE, JUNE 30, 2000	<u>\$ 50,002</u>	<u>\$ 59,073</u>	<u>\$ 9,071</u>

FIRE
CAPITAL OUTLAY
FUND

NORTHFIELD TOWNSHIP
FIRE CAPITAL OUTLAY FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Interest	\$ 500	\$ 881	\$ 381
EXPENDITURES	<u>20,000</u>		<u>20,000</u>
Excess (deficiency) of revenues over expenditures before other financing sources (uses)	(19,500)	881	20,381
OTHER FINANCING SOURCES (USES)			
Operating transfers in	<u>25,500</u>	<u>20,000</u>	<u>(5,500)</u>
Excess (deficiency) of revenues over expenditures after other financing sources (uses)	6,000	20,881	14,881
FUND BALANCE, JULY 1, 1999	<u>18,679</u>	<u>18,679</u>	
FUND BALANCE, JUNE 30, 2000	<u>\$ 24,679</u>	<u>\$ 39,560</u>	<u>\$ 14,881</u>

FIRE TRUCK
FUND

NORTHFIELD TOWNSHIP
FIRE TRUCK FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash	\$ 88,385
Taxes receivable	<u>363</u>

Total assets	<u>\$ 88,748</u>
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LIABILITIES AND FUND BALANCE

LIABILITIES

Due to other funds	\$ 5,350
--------------------	----------

FUND BALANCE

	<u>83,398</u>
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Total liabilities and fund balance	<u>\$ 88,748</u>
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NORTHFIELD TOWNSHIP
FIRE TRUCK FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2000

REVENUES

Taxes	\$ 70,143
Interest	<u>18,605</u>

Total revenues	\$ 88,748
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EXPENDITURES

Legal fees	5,350
Capital outlay - vehicle	<u>683,957</u>

Total expenditures	<u>689,307</u>
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Excess (deficiency) of revenues over expenditures before other financing sources (uses)	(600,559)
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OTHER FINANCING SOURCES (USES)

Lease proceeds	<u>683,957</u>
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Excess (deficiency) of revenues over expenditures after other financing sources (uses)	83,398
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FUND BALANCE, JULY 1, 1999	<u> </u>
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FUND BALANCE, JUNE 30, 2000	<u><u>\$ 83,398</u></u>
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MEDICAL
RESCUE
FUND

NORTHFIELD TOWNSHIP
MEDICAL RESCUE FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash and cash equivalents	\$ 155,585
Taxes receivable	3,566
Due from other funds	496
Prepaid expenditures	<u>18,842</u>

Total assets

\$ 178,489

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable	\$ 1,088
Due to other funds	<u>829</u>

Total liabilities

\$ 1,917

FUND BALANCE

176,572

Total liabilities and fund balance

\$ 178,489

NORTHFIELD TOWNSHIP
MEDICAL RESCUE FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Taxes	\$	\$ 208,488	\$
Charges for services		7,762	
Interest		4,593	
Miscellaneous		<u>1,893</u>	
Total revenues	<u>210,830</u>	<u>222,736</u>	<u>11,906</u>
EXPENDITURES			
Salaries		76,540	
Payroll taxes		5,896	
Uniforms and gear		4,492	
Transportation		1,873	
Training and development		1,472	
Professional fees		394	
Contractual dispatch		5,048	
Telephone		2,737	
Supplies		4,186	
Insurance and bonds		13,651	
Pension		1,488	
Utilities		4,030	
Miscellaneous		578	
Repairs and maintenance		8,364	
Capital outlay		5,889	
Loan principal		24,129	
Loan interest		<u>2,395</u>	
Total expenditures	<u>220,830</u>	<u>163,162</u>	<u>57,668</u>
Excess (deficiency) of revenues over expenditures before other financing sources (uses)	(10,000)	59,574	69,574
OTHER FINANCING SOURCES (USES)			
Operating transfers in	<u>20,000</u>	<u>20,000</u>	
Excess (deficiency) of revenues over expenditures after other financing sources (uses)	10,000	79,574	69,574
FUND BALANCE, JULY 1, 1999	<u>96,998</u>	<u>96,998</u>	
FUND BALANCE, JUNE 30, 2000	<u>\$ 106,998</u>	<u>\$ 176,572</u>	<u>\$ 69,574</u>

LAW
ENFORCEMENT
FUND

NORTHFIELD TOWNSHIP
LAW ENFORCEMENT FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash and cash equivalents	\$ 68,103
Taxes receivable	16,043
Accounts receivable - other	67,968
Due from other funds	25,938
Prepaid expenditures	<u>32,521</u>

Total assets

\$ 210,573

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable	\$ 10,155
Due to other funds	<u>70,000</u>

Total liabilities

\$ 80,155

FUND BALANCE

130,418

Total liabilities and fund balance

\$ 210,573

NORTHFIELD TOWNSHIP
LAW ENFORCEMENT FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Taxes	\$	\$ 915,078	\$
Fines and court fees		26,226	
Traffic tickets and impound fees		1,135	
Liquor law license fees		2,859	
Justice training fund		3,126	
COPS FAST federal grant		52,622	
Lawnnet - federal grant		16,399	
Interest		6,903	
Contributions		976	
Charges for services		2,609	
Other income		10,418	
Total revenues	<u>1,051,685</u>	<u>1,038,351</u>	<u>(13,334)</u>
EXPENDITURES	<u>1,253,600</u>	<u>1,094,339</u>	<u>159,261</u>
Excess (deficiency) of revenues over expenditures before other financing sources (uses)	(201,915)	(55,988)	145,927
OTHER FINANCING SOURCES (USES)			
Operating transfers in	33,000	36,600	3,600
Operating transfer (out)	<u>(24,400)</u>		<u>24,400</u>
Total other financing sources (uses)	<u>8,600</u>	<u>36,600</u>	<u>28,000</u>
Excess (deficiency) of revenues over expenditures after other financing sources (uses)	(193,315)	(19,388)	173,927
FUND BALANCE, JULY 1, 1999	<u>149,806</u>	<u>149,806</u>	
FUND BALANCE, JUNE 30, 2000	<u>\$ (43,509)</u>	<u>\$ 130,418</u>	<u>\$ 173,927</u>

NORTHFIELD TOWNSHIP
LAW ENFORCEMENT FUND
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
EXPENDITURES			
Salaries	\$	\$ 604,199	\$
Payroll taxes		47,245	
Life insurance		6,546	
Professional fees		26,749	
Pension		44,834	
Insurance - health		65,529	
Uniforms and gear		12,094	
Printing and publishing		4,900	
Transportation		16,809	
Insurance and bonds		25,526	
Repairs and maintenance - equipment		5,978	
Repairs and maintenance - vehicle		53,663	
Miscellaneous		2,020	
Capital outlay		53,343	
Telephone		19,872	
Office expense		8,446	
Postage		570	
Training and development		9,860	
Utilities		5,659	
Equipment rental		2,274	
Contractual services - dispatch		58,324	
Interest on loan		4,899	
Contingency		15,000	
	<u> </u>	<u> </u>	<u> </u>
Total expenditures	<u>\$ 1,253,600</u>	<u>\$ 1,094,339</u>	<u>\$ 159,261</u>

NARCOTICS
FUND

NORTHFIELD TOWNSHIP
NARCOTICS FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash and cash equivalents

\$ 7,112

FUND BALANCE

FUND BALANCE

\$ 7,112

NORTHFIELD TOWNSHIP
NARCOTICS FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Forfeitures	\$	\$ 1,193	\$
Contributions		200	
Interest		<u>68</u>	
Total revenues	850	1,461	611
EXPENDITURES			
Small equipment	<u>4,004</u>	<u>587</u>	<u>3,417</u>
Excess (deficiency) of revenues over expenditures	(3,154)	874	4,028
FUND BALANCE, JULY 1, 1999	<u>6,238</u>	<u>6,238</u>	
FUND BALANCE, JUNE 30, 2000	<u>\$ 3,084</u>	<u>\$ 7,112</u>	<u>\$ 4,028</u>

SEWAGE DISPOSAL
SYSTEM
FUND

NORTHFIELD TOWNSHIP
SEWAGE DISPOSAL SYSTEM FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

CURRENT ASSETS

Cash and cash equivalents	\$ 1,257,684	
Investments	468,800	
Sewer billings receivable	130,924	
Special assessment receivable	3,102,080	
Due from other funds	21,680	
Prepaid expenses	<u>21,335</u>	
Total current assets		\$ 5,002,503

RESTRICTED ASSETS

Cash and cash equivalents - special assessments	180,785	
Investments - special assessments	<u>623,152</u>	
Total restricted assets		803,937

PLANT, PROPERTY AND EQUIPMENT

Land	214,918	
Plant	2,202,957	
Plant expansion	5,602,691	
Equipment	440,137	
Construction in progress	<u>1,805,551</u>	
	10,266,254	
Less: accumulated depreciation	<u>(1,822,841)</u>	
Net plant, property, and equipment		<u>8,443,413</u>
Total assets		<u>\$ 14,249,853</u>

LIABILITIES AND FUND EQUITY

CURRENT LIABILITIES

Accounts payable	\$ 5,575
Bonds payable - current portion	15,000
Contract payable - current portion	250,000
Deposit	3,000
Due to other funds	<u>40,186</u>

Total current liabilities		\$ 313,761
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LONG-TERM LIABILITIES

Bonds payable - less current portion	660,000
Contract payable - less current portion	<u>7,565,000</u>

Total long-term liabilities		<u>8,225,000</u>
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Total liabilities		8,538,761
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FUND EQUITY

Contributed capital	3,196,713
Retained earnings	
Reserved	\$ 1,177,916
Unreserved	<u>1,336,463</u>

Total retained earnings		<u>2,514,379</u>
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Total fund equity		<u>5,711,092</u>
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Total liabilities and fund equity		<u>\$ 14,249,853</u>
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NORTHFIELD TOWNSHIP
SEWAGE DISPOSAL SYSTEM FUND
STATEMENT OF CHANGES IN FUND EQUITY
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Contributed Capital</u>	<u>Retained Earnings Reserved</u>	<u>Retained Earnings Unreserved</u>	<u>Total Fund Equity</u>
BEGINNING BALANCE, July 1, 1999	\$ 2,839,488	\$ 1,156,851	\$ 1,309,262	\$ 5,305,601
ADDITIONS				
Tap-in fees	273,000			273,000
System purchased through county	55,004			55,004
Excess of bonds over assessment	65,337			65,337
Operating income		225,274	(61,900)	163,374
Other income			3,578	3,578
Interest income		37,280	85,523	122,803
DEDUCTIONS				
Interest expense		(240,597)		(240,597)
Bond fees		(892)		(892)
Depreciation	<u>(36,116)</u>	<u> </u>	<u> </u>	<u>(36,116)</u>
ENDING BALANCE, JUNE 30, 2000	<u>\$ 3,196,713</u>	<u>\$ 1,177,916</u>	<u>\$ 1,336,463</u>	<u>\$ 5,711,092</u>

NORTHFIELD TOWNSHIP
SEWAGE DISPOSAL SYSTEM FUND
STATEMENT OF REVENUES AND EXPENSES
FOR THE YEAR ENDED JUNE 30, 2000

OPERATING REVENUES

User charges	\$ 986,300
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OPERATING EXPENSES

Salaries and wages	\$ 221,382
Payroll taxes	17,400
Hospitalization	37,811
Life insurance	2,835
Pension	20,336
Longevity	4,500
Training and development	1,106
Office supplies	1,910
Operating supplies	32,779
Uniforms	944
Professional services	19,982
Membership and dues	1,215
Contracted services	5,999
Administration fees	20,000
Telephone	8,820
Transportation	1,454
Printing and postage	7,079
Insurance and bonds	19,442
Utilities	98,123
Repairs and maintenance	140,246
Rentals	2,369
Miscellaneous	919
Depreciation	<u>156,275</u>

Total operating expenses	<u>822,926</u>
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Operating income	163,374
------------------	---------

NON-OPERATING REVENUES AND (EXPENSES)

Other income	3,578
Interest income	122,803
Interest expense	(240,597)
Bond fees	<u>(892)</u>

Total non-operating revenues and (expenses)	<u>(115,108)</u>
---	------------------

Net income	<u>\$ 48,266</u>
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NORTHFIELD TOWNSHIP
SEWAGE DISPOSAL SYSTEM FUND
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2000

CASH FLOWS PROVIDED (USED) BY OPERATING ACTIVITIES

Operating income		\$ 163,374
Adjustments to reconcile operating income to net cash from (used in) operating activities		
Depreciation	\$ 156,275	
Other income	3,578	
Changes in assets and liabilities		
Decrease (increase) in sewer billings receivable	9,376	
Decrease (increase) in due from other funds	(21,680)	
Decrease (increase) in prepaid expenses	(21,335)	
(Decrease) increase in accounts payable	(11,957)	
(Decrease) increase in due to other funds	<u>20,000</u>	
 Total adjustments		 <u>134,257</u>
 Net cash provided (used) by operating activities		 297,631

CASH FLOWS PROVIDED (USED) BY CAPITAL AND RELATED
FINANCING ACTIVITIES

Special assessment received sewer expansion	163,257	
Purchase of equipment/system	(189,506)	
Interest paid on long-term bonds	(240,597)	
Bond fees	(892)	
Repayment of principal on bonds	(115,000)	
Tap-in and capital improvement fees	273,000	
Reimbursement from county	<u>124,776</u>	
 Net cash provided (used) by capital and related financing activities		 15,038

CASH FLOWS PROVIDED (USED) BY INVESTING ACTIVITIES

Interest on cash and cash equivalents	<u>63,586</u>
 Net increase in cash and cash equivalents	 376,255

CASH AND CASH EQUIVALENTS AT JULY 1, 1999	<u>1,062,214</u>
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CASH AND CASH EQUIVALENTS AT JUNE 30, 2000	<u>\$ 1,438,469</u>
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NON CASH INVESTING, CAPITAL AND RELATED
FINANCING ACTIVITIES

Additions to system through contract with county	<u>\$ 1,420,005</u>
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NORTHFIELD TOWNSHIP
SEWAGE DISPOSAL SYSTEM FUND
SCHEDULE OF OPERATIONS - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
OPERATING REVENUES			
User charges	\$ 936,000	\$ 986,300	\$ 50,300
EXPENSES			
Salaries	\$ 324,400	\$ 225,882	\$ 98,518
Payroll taxes	24,000	17,400	6,600
Insurance - health and life	43,900	40,646	3,254
Pension	28,100	20,336	7,764
Depreciation		156,275	(156,275)
Training and education	5,000	1,106	3,894
Office supplies	2,000	1,910	90
Operating supplies	35,000	32,779	2,221
Transportation & fuel	3,500	1,454	2,046
Professional services	60,000	19,982	40,018
Membership and dues	1,700	1,215	485
Contractual services and administrative fees	115,000	25,999	89,001
Communications	20,000	8,820	11,180
Printing, publications and postage	11,000	7,079	3,921
Insurance and bonds	40,000	19,442	20,558
Utilities	120,000	98,123	21,877
Repairs and maintenance	182,000	140,246	41,754
Uniforms and rentals	4,500	3,313	1,187
Miscellaneous	16,000	919	15,081
Total expenses	<u>\$ 1,036,100</u>	<u>\$ 822,926</u>	<u>\$ 213,174</u>
NON-OPERATING INCOME (EXPENSE)			
Tap-ins	450,000	273,000	(177,000)
Interest income	100,000	122,803	22,803
Other revenue	140,000	3,578	(136,422)
Agent fees	(5,000)	(892)	4,108
Total non-operating income	<u>\$ 685,000</u>	<u>\$ 398,489</u>	<u>\$ 286,511</u>
OTHER USES			
Renovations and equipment	\$ 250,000	\$ 189,506	\$ 60,494
Bond payments and interest	450,000	355,597	94,403
Total other uses	<u>\$ 700,000</u>	<u>\$ 545,103</u>	<u>\$ 154,897</u>

This schedule is prepared on a budgetary basis for the operating accounts of the enterprise fund and as such does not present the results of operations on the basis of generally accepted accounting principles but is presented for supplemental information.

CURRENT
TAX
COLLECTION
FUND

NORTHFIELD TOWNSHIP
CURRENT TAX COLLECTION FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash and cash equivalents
Due from schools

\$ 88,199
109,213

Total assets

\$ 197,412

LIABILITIES

LIABILITIES

Due to other funds
Due to state

\$ 88,199
109,213

Total liabilities

\$ 197,412

TRUST
AND
AGENCY
FUND

NORTHFIELD TOWNSHIP
TRUST AND AGENCY FUND
BALANCE SHEET
JUNE 30, 2000

ASSETS

ASSETS

Cash and cash equivalents

\$ 252,974

LIABILITIES

LIABILITIES

Performance bonds

\$ 121,200

Due to other funds

7,118

Due to others

124,656

Total liabilities

\$ 252,974

NORTHFIELD TOWNSHIP

Comments
6-30-2000

COMMENTS
AND
RECOMMENDATIONS

FOR THE YEAR ENDED JUNE 30, 2000

PFEFFER ▪ HANNIFORD ▪ PALKA
Certified Public Accountants

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Patrick M. Hanniford, C.P.A.
Kenneth J. Palka, C.P.A.

Members:
AICPA Private Practice Companies Section
MACPA

October 31, 2000

Board of Trustees
Northfield Township
75 Barker
Whitmore Lake, Michigan 48189

Honorable Board of Trustees:

In planning and performing our audit of the general purpose financial statements of Northfield Township for the year ended June 30, 2000, we considered its internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control.

We noted certain matters involving the internal control and its operation that we wish to communicate to the Northfield Township Board. Those matters are as follows:

1. COMMENT

Delinquent personal property taxes should be collected and disbursed timely.

RECOMMENDATION

More effort should be used to collect and disburse delinquent personal property taxes on a timely basis.

2. COMMENT

We found minor instances where disbursements were made from vendor statements.

RECOMMENDATION

Invoices should be paid from an original invoice only. No instances of double payment of invoices were encountered, but this will decrease the likelihood of the occurrence.

*Audit Committee mtg.
- set up -
12/7
North
Linda
Shelley
Only 1/2 of (delinquent)
Plan (action)
Treasurer report
Monthly*

3. COMMENT

The Township needs to improve efficiency and segregation of duties in relation to the township's books and records.

RECOMMENDATION

The township should consider hiring an accountant to maintain the general ledger.

4. COMMENT

We found the fire department services were not being timely billed.

RECOMMENDATION

The township should consider additional administrative assistance for the fire department.

5. COMMENT

Public Act 245 of 1999 required that the building department activity be maintained in a separate fund effective January 1, 2000. The six months ending June 30, 2000 resulted in a deficit of \$34,560.

RECOMMENDATION

The Township should adopt a deficit elimination plan for the building department fund. To eliminate this deficit the township may wish to consider adjusting fees or transferring monies from the general fund.

6. COMMENT

For the year ended June 30, 2000 expenditures exceeded amended budget amounts in the following functional activity:

	<u>Amended Budget</u>	<u>Actual</u>	<u>Expenditures in Excess of Amended Budget</u>
FIRE PROTECTION	\$ 239,876	\$ 498,394	\$ 258,518

RECOMMENDATION

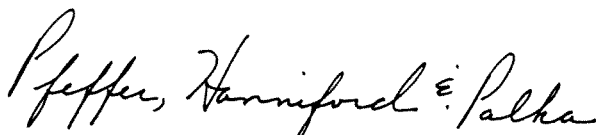
Functional activity budgets should be amended prior to the expenditures exceeding the budgeted amounts.

Auditor's Adjustments for Fire Loan

This letter does not affect our report dated October 31, 2000, on the general purpose financial statements of Northfield Township.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and recommendations with various Township personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This report is intended solely for the information and use of the Board of Trustees, and management of Northfield Township and is not intended to be and should not be used by anyone other than the specified parties.



PFEFFER, HANNIFORD & PALKA
Certified Public Accountants