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TOWNSHIP OF WEST BRANCH
OGEMAW COUNTY, MICHIGAN

FINANCIAL STATEMENTS
MARCH 31, 2009

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INDEPENDENT AUDITORS' REPORT

July 27, 2009

Township Board
Township of West Branch
Ogemaw County, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township of West Branch, West Branch, Michigan as of and for the year ended March 31, 2009, which collectively comprise the Township's basic financial statements as listed in the index. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business type-activities, each major fund, and the aggregate remaining fund information of the Township of West Branch as of March 31, 2009, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended, in conformity with U.S. generally accepted accounting principles.

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WEINLANDER FITZHUGH

Township Board
Township of West Branch
July 27, 2009
Page 2

The accompanying management's discussion and analysis and budgetary comparison information as listed in the index are not a required part of the basic financial statements but is supplementary information required by U.S. generally accepted accounting principles. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with Government Auditing Standards, we have also issued our report dated July 27, 2009 on our consideration of the Township of West Branch's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

Weinlander Fitzhugh

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

Our discussion and analysis of the Township of West Branch's financial performance provides an overview of the Township's financial activities for the fiscal year ended March 31, 2009.

Financial Highlights

State shared revenues were for \$186,502 or 50% of the Township's general fund revenues. In addition, tax related revenue was \$138,032 or 37% of the Township's general fund revenues. The General Fund reported an increase in fund balance of \$47,509.

Using this Annual Financial Report

This annual financial report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the Township of West Branch financially as a whole. The *Government-wide Financial Statements* provide information about the activities of the whole Township, presenting both an aggregate view of the Township's finances and a longer-term view of those finances. The fund financial statements provide the next level of detail. For governmental activities, these statements tell how services were financed in the short-term as well as what remains for future spending.

The fund financial statements look at the Township's operations in more detail than the government-wide financial statements by providing information about the Township's most significant funds; the General Fund, Capital Projects Fund, Gypsy Moth Fund, Water and Sanitary Sewer Fund and Water 2 Fund. Proprietary fund statements provide both long-term and short-term financial information consistent with the focus provided by the government-wide financial statements for the Township's water and sewer operations. The remaining statement, the statement of fiduciary net assets, presents financial information about activities for which the Township acts solely as an agent or trustee.

The following summarizes the presentation included in this annual financial report.

Management's Discussion and Analysis (MD&A) (Required Supplemental Information).

Basic Financial Statements

- Government-wide Financial Statements
- Fund Financial Statements
- Notes to the Basic Financial Statements

Budgetary Information for the General Fund and the Gypsy Moth Fund (Required Supplemental Information).

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

Reporting the Township as a Whole

The Statement of Net Assets and Statement of Activities

One of the most important questions asked about the Township's finances is, "Is the Township better or worse off as a result of the year's activities?". The Statement of Net Assets and the Statement of Activities report information about the Township as a whole and about its activities in a manner that helps to answer this question. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting used by private sector businesses. All of the current year's revenues and expenses are taken into consideration regardless of when cash is received or paid.

These two statements report the Township's net assets as a way to measure the Township's financial position. The change in net assets provides the reader a tool to assist in determining whether the Township's financial health is improving or deteriorating. The reader will need to consider other nonfinancial factors such as property tax base and facility conditions in arriving at their conclusion regarding the overall health of the Township.

In the Statement of Net Assets and the Statement of Activities, the Township is divided into three kinds of activities:

- Governmental Activities – Most of the Township's basic services are reported here, including the fire, streets and general administration. Sales taxes (state shared revenues) and property taxes finance most of these activities.
- Business Type Activities – The Township charges a fee to customers to help it cover all or most of the cost of certain services it provides. The Township's water and sewer systems are reported here.
- Component Unit – The Township includes the Downtown Development Authority in their report. Although legally separate, this component unit is important because the Township is financially accountable for it.

Reporting the Township's Most Significant Funds

Fund Financial Statements

The Township's fund financial statements provide detailed information about the most significant funds – not the Township as a whole. Some funds are required to be established by State law or by bond covenants. Other funds are established to help it control and manage money for particular purposes or to meet legal responsibilities for using certain taxes, grants, and other sources of revenue. The Township's three types of funds; governmental, proprietary and fiduciary, use different accounting approaches as further described in the notes to the financial statements.

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

Governmental Funds

Most of the Township's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Township's general operations and the basic services it provides.

Governmental fund information helps you determine whether there are more or fewer financial resources available to spend in the near future to finance the Township's programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds is reconciled in the basic financial statements.

Proprietary Funds

These funds are reported in fund financial statements and generally report services for which the Township charges a fee. Enterprise funds essentially encompass the same functions reported as business-type activities in the Government-wide statements.

These funds present the Township's water and sewer operations that are managed by the Township. The Township has sole authority to set rates and is financially responsible for the integrity of the system. The financial statements reflect the financial position and results of operations for the system for the fiscal year ending March 31, 2009.

Fiduciary Funds

The Township is the trustee, or fiduciary, for tax collections. All of the Township's fiduciary activities are reported in a separate Statement of Fiduciary Net Assets. We exclude these activities from the Township's other financial statements because the assets cannot be utilized by the Township to finance its operations.

Government -wide Financial Analysis

Financial position - The statement of net assets provides the perspective of the Township as a whole. Exhibit A provides a summary of the Township's net assets as of March 31, 2009 and 2008.

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

Exhibit A

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Totals</u>	
	<u>2009</u>	<u>2008</u>	<u>2009</u>	<u>2008</u>	<u>2009</u>	<u>2008</u>
Assets						
Current and other assets	\$ 592,655	\$ 874,305	\$ 929,751	\$ 855,871	\$ 1,522,406	\$ 1,730,176
Capital assets - net of accumulated depreciation	74,657	54,195	4,063,328	4,298,323	4,137,985	4,352,518
Total assets	<u>667,312</u>	<u>928,500</u>	<u>4,993,079</u>	<u>5,154,194</u>	<u>5,660,391</u>	<u>6,082,694</u>
Liabilities						
Current liabilities	19,191	349,650	210,241	440,112	229,432	789,762
Long-term liabilities	<u>118,000</u>	<u>118,000</u>	<u>620,000</u>	<u>785,000</u>	<u>738,000</u>	<u>903,000</u>
Total liabilities	<u>137,191</u>	<u>467,650</u>	<u>830,241</u>	<u>1,225,112</u>	<u>967,432</u>	<u>1,692,762</u>
Net Assets						
Invested in capital assets - net of related debt	74,657	54,195	3,268,343	3,336,181	3,343,000	3,390,376
Unrestricted	<u>455,464</u>	<u>406,655</u>	<u>894,495</u>	<u>592,901</u>	<u>1,349,959</u>	<u>999,556</u>
Total net assets	<u>\$ 530,121</u>	<u>\$ 460,850</u>	<u>\$ 4,162,838</u>	<u>\$3,929,082</u>	<u>4,692,959</u>	<u>4,389,932</u>

Exhibit A focuses on net assets. The Township's total net assets were \$4,692,959. Capital assets - net of related debt, totaling \$3,343,000 compares the original cost, less depreciation of the Township's capital assets to long-term debt used to finance the acquisition of those assets.

The \$1,349,959 of unrestricted net assets of governmental and business-type activities represents the *accumulated* results of all past years' operations. The operating results of the General, Special Revenue, and Enterprise Funds will have a significant impact on the change in unrestricted assets from year to year.

Results of operations - The results of this year's operations for the Township as a whole are reported in the statement of activities, which shows the changes in net assets for the year ended March 31, 2009. Exhibit B provides a summary of the Township's operations for 2009 and 2008.

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Totals</u>	
	<u>2009</u>	<u>2008</u>	<u>2009</u>	<u>2008</u>	<u>2009</u>	<u>2008</u>
Exhibit B						
Revenue						
Program revenue:						
Charges for services	\$ 11,968	\$ 21,530	\$ 221,006	\$ 252,972	\$ 232,974	\$ 274,502
Grants and contributions	0	471,282	214,255	387,710	214,255	858,992
General revenue:					0	0
Taxes	138,032	139,976	0	0	138,032	139,976
State shared revenue	186,502	189,385	0	0	186,502	189,385
Interest and investment earnings	8,748	23,955	18,245	39,673	26,993	63,628
Other	78,621	33,103	29,734	9,748	108,355	42,851
Total revenue	<u>423,871</u>	<u>879,231</u>	<u>483,240</u>	<u>690,103</u>	<u>907,111</u>	<u>1,569,334</u>
Function/Program Expenses						
Legislative	65,175	64,248	0	0	65,175	64,248
General government	114,015	105,809	0	0	114,015	105,809
Public safety	41,785	49,293	0	0	41,785	49,293
Public works	73,983	208,524	0	0	73,983	208,524
Capital projects	48,532	585,244	0	0	48,532	585,244
Other	11,110	14,061	0	0	11,110	14,061
Water and sewer	0	0	359,349	434,286	359,349	434,286
Total expenses	<u>354,600</u>	<u>1,027,179</u>	<u>359,349</u>	<u>434,286</u>	<u>713,949</u>	<u>1,461,465</u>
Increase (Decrease) in Net Assets	<u>\$ 69,271</u>	<u>\$ (147,948)</u>	<u>\$ 123,891</u>	<u>\$ 255,817</u>	<u>\$ 193,162</u>	<u>\$ 107,869</u>

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

As reported in the statement of activities, the cost of all of our *Governmental and Business-Type Activities* was \$713,949. Certain activities were partially funded by \$232,974 from those who benefited from the programs or by the other Townships and organizations that subsidized certain programs with contributions of \$214,255. We paid for the remaining “public benefit” portion of our governmental and business-type activities with \$138,032 in taxes, \$186,502 in state shared revenue and with our other revenues, such as interest and miscellaneous revenues.

The governmental activities net assets experienced an increase of \$69,271 resulting from a decrease in spending on road maintenance.

The water and sewer funds experienced an increase of \$123,891 resulting from customer charges over expenses for the year.

The Township's Funds

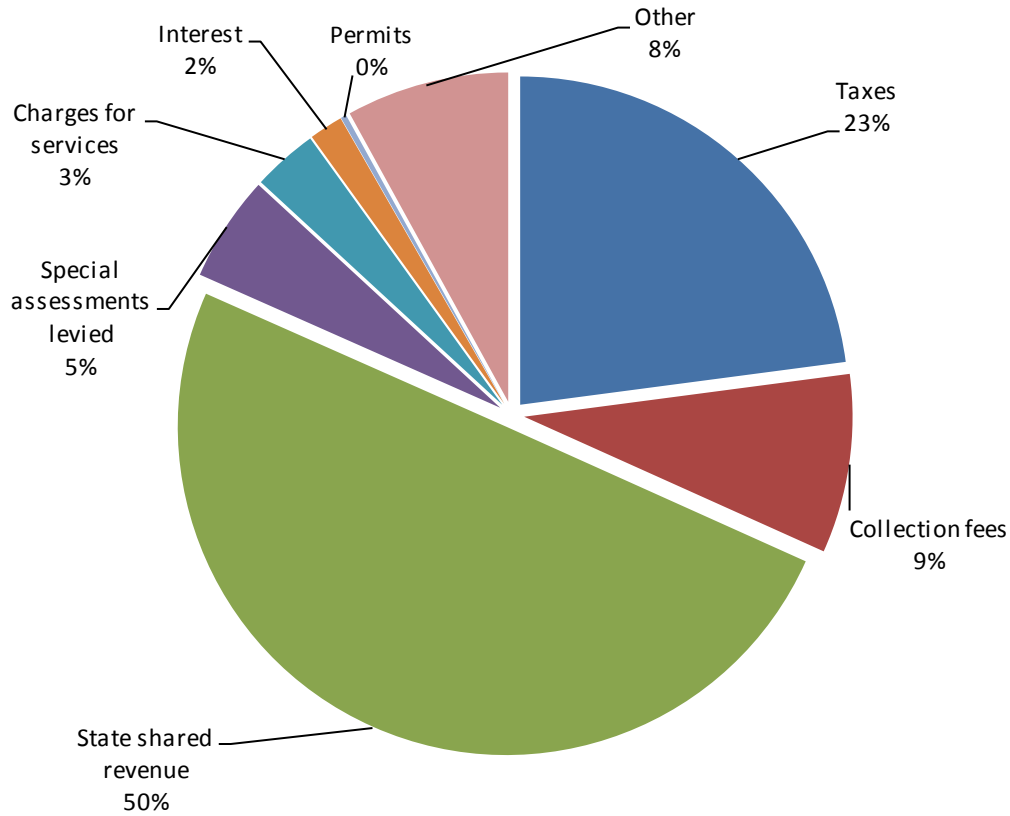
The Township uses funds to help it control and manage money for particular purposes. Looking at funds helps the reader consider whether the Township is being accountable for the resources taxpayers and others provide to it and may provide more insight into the Township's overall financial health.

The Township's governmental funds reported a combined fund balance of \$573,464, which is a decrease from last year's total of \$731,655. The schedule below details the fund balance and the total change in fund balances as of March 31, 2009.

	<u>Fund Balance</u> <u>March 31, 2009</u>	<u>Fund Balance</u> <u>March 31, 2008</u>	<u>Increase</u> <u>(Decrease)</u>
General Fund	\$ 489,183	\$ 441,674	\$ 47,509
Capital Projects Fund	6,925	213,812	(206,887)
Special Revenue Fund	77,356	76,169	1,187
Total	<u>\$ 573,464</u>	<u>\$ 731,655</u>	<u>\$(158,191)</u>

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

The graph below details the major sources of the Township's General Fund revenues.



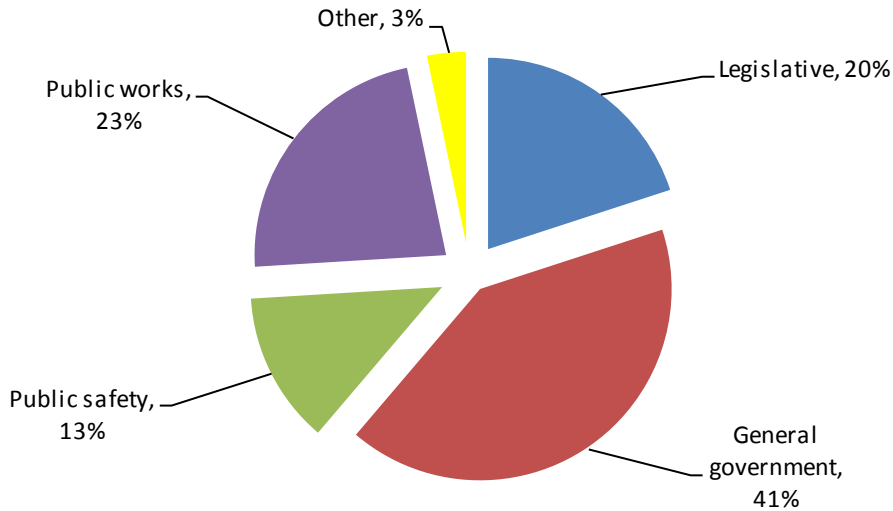
The chart below compares current year revenues with last year.

	2009	2008	Percentage Change
<i>Revenues by Function</i>			
Taxes	\$ 85,614	\$ 87,625	-2%
Collection fees	32,924	31,513	4%
State shared revenue	186,502	189,385	-2%
Special assessments levied	19,494	20,838	-6%
Charges for services	11,968	21,530	-44%
Interest	6,190	17,586	-65%
Permits	1,059	443	139%
Other	29,888	32,660	-8%
Total	<u>\$373,639</u>	<u>\$401,580</u>	<u>-7%</u>

Overall, 2009 revenues are down \$27,941 or 7% from 2008 mainly due to a decrease in charges for services and interest income.

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

The graph below details the General Fund expenditure categories of the Township.



The chart below compares current year expenditures with last year.

<i>Expenditures by Function</i>	2009	2008	Percentage Change
Legislative	\$ 65,175	\$ 64,248	1%
General government	134,477	103,249	30%
Public safety	41,785	49,293	-15%
Public works	73,983	208,524	-65%
Other	10,710	13,762	-22%
Total	<u>\$ 326,130</u>	<u>\$ 439,076</u>	<u>-26%</u>

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

Expenditures decreased by \$112,946 or 26% from 2008 mainly resulting from additional work performed in 2008 for repairs and maintenance and contracted road construction.

Water and Sewer System Funds -The Township's Proprietary funds (the Water and Sewer and Water 2 Enterprise Funds) reported net assets of \$4,162,838 which is an increase of \$123,891 over last year's net assets restated of \$4,038,947. The increase was due to the fact that special assessment continues.

General Fund Budgetary Highlights

Over the course of the year, the Township revises its budget to reflect changes in revenues and expenditures. State law requires that the budget be amended to ensure that expenditures do not exceed appropriations. A schedule showing the Township's original and final budget amounts compared with amounts actually paid and received is provided in required supplemental information of these financial statements. Changes to the General Fund original budget were as follows:

- Budgeted revenues were decreased due to charges for services, interest income and other revenue sources. Other revenue budget amount was decreased because the original amount was overstated in error and the amendment was to correct the error.
- Budgeted expenditures were decreased due to the Township not having the revenue to pursue projects involving road repairs.
- Actual revenues for the year were \$22,226 greater than anticipated. This was mostly income due to an increase in tax collections.
- Actual expenditures for the year were \$28,827 less than anticipated, which was due to public works not using as much funding for repairs and maintenance and construction as originally budgeted and due to general government not using as much funding as originally anticipated.

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

Capital Assets

At March 31, 2009, the Township had \$4.3 million invested in a broad range of capital assets, including land, buildings, equipment and water and sewer systems.

	Governmental		Business-Type		Totals	
	Activities		Activities			
	2009	2008	2009	2008	2009	2008
Land	\$ 36,436	\$ 36,436	\$ 26,700	\$ 26,700	\$ 63,136	\$ 63,136
Land improvements	2,350	2,350	0	0	2,350	2,350
Buildings and improvements	44,860	21,860	0	0	44,860	21,860
Equipment	22,582	22,582	0	0	22,582	22,333
Water and Sanitary Sewer	0	0	3,383,509	3,481,777	3,383,509	3,017,213
Water 2 System	0	0	2,065,375	2,065,375	2,065,375	2,065,375
Total capital assets	106,228	83,228	5,475,584	5,573,852	5,581,812	5,192,267
Less accumulated depreciation	31,571	29,033	1,412,256	1,275,529	1,443,827	1,304,562
Net capital assets	<u>\$ 74,657</u>	<u>\$ 54,195</u>	<u>\$ 4,063,328</u>	<u>\$ 4,298,323</u>	<u>\$ 4,137,985</u>	<u>\$ 3,887,705</u>

We present more detailed information about our governmental activities capital assets in the notes to the financial statements.

TOWNSHIP OF WEST BRANCH
Management's Discussion & Analysis
For the Year Ended March 31, 2009

Debt

At the end of this year, the Township had \$903,000 in long-term debt outstanding versus \$1,275,000 in the previous year. The Township's debt is related to water and sewer system improvements reported in the proprietary funds and a capital project fund for Brownfield Redevelopment in the governmental funds. This debt is summarized as follows:

	<u>2009</u>	<u>2008</u>
Note payable	\$ 118,000	\$ 325,000
Bonds payable	435,000	530,000
Lease payable	<u>350,000</u>	<u>420,000</u>
	<u>\$ 903,000</u>	<u>\$ 1,275,000</u>

Factors Expected to Have an Effect on Future Operations

The following is a listing of items that the Township's officials feel will have significant effect on the fund balance in the next year:

- Road construction and road maintenance
- Maintenance of sewer and water lines and lift stations
- Sewer plant construction
- Legal fees
- Searfoss-Fox platted subdivision, which are sewer/water responsibilities

Contacting The Township's Management

This financial report is designed to provide our citizens, taxpayers, customers, and creditors 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, contact the Township Clerk's Office at 1705 S. Fairview Road, West Branch, MI 48661.

TOWNSHIP OF WEST BRANCH
Statement of Net Assets
March 31, 2009

	Primary Government			Component Units
	Governmental Activities	Business-type Activities	Total	
<u>Assets</u>				
Cash and investments	\$ 554,726	\$ 684,662	\$ 1,239,388	\$ 219,909
Receivables:				
Accounts receivable	7,896	53,246	61,142	0
Assessment receivable	5,201	27,009	32,210	0
Accrued interest receivable	0	1,374	1,374	0
Taxes receivable	8,659	0	8,659	0
Interfund balances	16,173	(16,173)	0	0
Due from other governmental units	0	175,333	175,333	5,667
Bond discount	0	4,300	4,300	0
Capital assets less accumulated depreciation	74,657	4,063,328	4,137,985	0
Total assets	<u>667,312</u>	<u>4,993,079</u>	<u>5,660,391</u>	<u>225,576</u>
<u>Current Liabilities</u>				
Accounts payable	17,858	29,589	47,447	0
Accrued interest payable	0	9,985	9,985	0
Accrued liabilities	1,333	0	1,333	0
Due to other governmental units	0	5,667	5,667	0
Bonds payable	0	95,000	95,000	0
Capital lease	0	70,000	70,000	0
Total current liabilities	<u>19,191</u>	<u>210,241</u>	<u>229,432</u>	<u>0</u>
<u>Long-term Liabilities</u>				
Note payable	118,000	0	118,000	0
Bonds payable	0	340,000	340,000	0
Capital lease	0	280,000	280,000	0
Total long-term liabilities	<u>118,000</u>	<u>620,000</u>	<u>738,000</u>	<u>0</u>
Total liabilities	<u>137,191</u>	<u>830,241</u>	<u>967,432</u>	<u>0</u>
<u>Net Assets</u>				
Investment in capital assets - net of related debt	74,657	3,268,343	3,343,000	0
Unrestricted	455,464	894,495	1,349,959	225,576
Total net assets	<u>\$ 530,121</u>	<u>\$ 4,162,838</u>	<u>\$ 4,692,959</u>	<u>\$ 225,576</u>

See accompanying notes to financial statements.

TOWNSHIP OF WEST BRANCH
Statement of Activities
For the Year Ended March 31, 2009

Functions/Programs	Program Revenues			Net (Expenses) Revenue and Change in Net Assets			
	Expenses	Charges for Services	Capital Grants/Contributions	Governmental Activities	Business-type Activities	Total	Component Units
Primary government							
Governmental activities:							
Legislative	\$ 65,175	\$ 0	\$ 0	\$ (65,175)	\$ 0	\$ (65,175)	\$ 0
General government	114,015	0	0	(114,015)	0	(114,015)	0
Public safety	41,785	835	0	(40,950)	0	(40,950)	0
Public works	73,983	11,133	0	(62,850)	0	(62,850)	0
Capital projects	48,532	0	0	(48,532)	0	(48,532)	0
Other	11,110	0	0	(11,110)	0	(11,110)	0
Total governmental activities	<u>354,600</u>	<u>11,968</u>	<u>0</u>	<u>(342,632)</u>	<u>0</u>	<u>(342,632)</u>	<u>0</u>
Business-type activities:							
Water and sanitary sewer	232,474	131,755	58,542	0	(42,177)	(42,177)	0
Water #2	126,875	89,251	155,713	0	118,089	118,089	0
Total business-type activities	<u>359,349</u>	<u>221,006</u>	<u>214,255</u>	<u>0</u>	<u>75,912</u>	<u>75,912</u>	<u>0</u>
Total primary government	<u>\$ 713,949</u>	<u>\$ 232,974</u>	<u>\$ 214,255</u>	<u>(342,632)</u>	<u>75,912</u>	<u>(266,720)</u>	<u>0</u>
Component Units:							
Downtown Development Authority	\$ 265,283	\$ 0	\$ 0	0	0	0	(265,283)
Total component units	<u>\$ 265,283</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(265,283)</u>
General Revenues:							
Taxes				138,032	0	138,032	313,384
State shared revenue				186,502	0	186,502	0
Interest income				8,748	18,245	26,993	1,923
Other				78,621	29,734	108,355	45
Total general revenues				<u>411,903</u>	<u>47,979</u>	<u>459,882</u>	<u>315,352</u>
Change in net assets				<u>69,271</u>	<u>123,891</u>	<u>193,162</u>	<u>50,069</u>
Net assets - beginning of year as previously reported				460,850	3,929,082	4,389,932	285,372
Prior period adjustment				0	109,865	109,865	(109,865)
Net assets - beginning of year as restated				<u>460,850</u>	<u>4,038,947</u>	<u>4,499,797</u>	<u>175,507</u>
Net assets - end of year				<u>\$ 530,121</u>	<u>\$ 4,162,838</u>	<u>\$ 4,692,959</u>	<u>\$ 225,576</u>

See accompanying notes to financial statements.

TOWNSHIP OF WEST BRANCH
Governmental Funds
Balance Sheet
March 31, 2009

	General	Capital Projects	Gypsy Moth	Total
<u>ASSETS</u>				
Cash and investments	\$ 470,445	\$ 6,925	\$ 77,356	\$ 554,726
Receivables:				
Accounts receivable	0	7,896	0	7,896
Taxes receivable	8,659	0	0	8,659
Assessment receivable	5,201	0	0	5,201
Due from other funds	38,193	0	0	38,193
Total assets	\$ 522,498	\$ 14,821	\$ 77,356	\$ 614,675
<u>LIABILITIES AND FUND BALANCE</u>				
<u>Liabilities</u>				
Accounts payable	\$ 9,962	\$ 7,896	\$ 0	\$ 17,858
Accrued liabilities	1,333	0	0	1,333
Due to other funds	22,020	0	0	22,020
Total liabilities	33,315	7,896	0	41,211
<u>Fund Balance</u>				
Unreserved:				
Undesignated	489,183	6,925	77,356	573,464
Total liabilities and fund balance	\$ 522,498	\$ 14,821	\$ 77,356	\$ 614,675

See accompanying notes to financial statements.

TOWNSHIP OF WEST BRANCH
 Reconciliation of Balance Sheet of Governmental Funds
 to the Statement of Net Assets
March 31, 2009

Total fund balance - governmental funds		\$	573,464
Amounts reported for governmental activities in the statement of net assets are different because:			
Capital assets used in governmental activities are not financial resources and are not reported in the funds:			
Cost of the capital assets		\$	106,228
Accumulated depreciation		<u>(31,571)</u>	74,657
Long-term liabilities are not due and payable in the current period and are not reported in the funds:			
Note payable			<u>(118,000)</u>
Total net assets - governmental activities		<u>\$</u>	<u>530,121</u>

See accompanying notes to financial statements.

TOWNSHIP OF WEST BRANCH
Governmental Funds
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Year Ended March 31, 2009

	General	Capital Projects	Gypsy Moth	Total
<u>Revenues</u>				
Taxes	\$ 85,614	\$ 0	\$ 0	\$ 85,614
Collection fees	32,924	0	0	32,924
State shared revenue	186,502	0	0	186,502
Special assessments levied	19,494	0	0	19,494
Charges for services	11,968	0	0	11,968
Interest	6,190	971	1,587	8,748
Licenses and permits	1,059	0	0	1,059
Other	29,888	47,674	0	77,562
	<u>373,639</u>	<u>48,645</u>	<u>1,587</u>	<u>423,871</u>
<u>Expenditures</u>				
Legislative	65,175	0	0	65,175
General government	134,477	0	0	134,477
Public safety	41,785	0	0	41,785
Public works	73,983	0	0	73,983
Capital projects	0	48,532	0	48,532
Debt service- principal	0	207,000	0	207,000
Other	10,710	0	400	11,110
	<u>326,130</u>	<u>255,532</u>	<u>400</u>	<u>582,062</u>
Net change in fund balance	47,509	(206,887)	1,187	(158,191)
Fund balance - beginning of year	<u>441,674</u>	<u>213,812</u>	<u>76,169</u>	<u>731,655</u>
Fund balance - end of year	<u>\$ 489,183</u>	<u>\$ 6,925</u>	<u>\$ 77,356</u>	<u>\$ 573,464</u>

See accompanying notes to financial statements.

TOWNSHIP OF WEST BRANCH
Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balance of Governmental Funds to the Statement of Activities
For the Year Ended March 31, 2009

Net change in fund balance - total governmental funds		\$ (158,191)
<p>Amounts reported for governmental activities in the statement of activities are different because:</p>		
<p style="padding-left: 40px;">Governmental funds report capital outlays as expenditures; in the statement of activities, these costs are allocated over their estimated useful lives as depreciation:</p>		
Capital outlay	\$ 23,000	
Depreciation expense	<u>(2,538)</u>	20,462
Debt payment		<u>207,000</u>
Change in net assets of governmental activities		<u><u>\$ 69,271</u></u>

See accompanying notes to financial statements.

TOWNSHIP OF WEST BRANCH
Proprietary Funds
Statement of Net Assets
March 31, 2009

	Business-Type Activities		
	Enterprise Funds		
	Water and Sanitary Sewer	Water 2	Totals
<u>Assets</u>			
Current Assets:			
Cash and investments	\$ 355,388	\$ 329,274	\$ 684,662
Accounts receivable - net	40,612	12,634	53,246
Due from other funds	64,700	0	64,700
Due from other governmental units	175,333	0	175,333
Interest receivable	1,374	0	1,374
Total current assets	<u>637,407</u>	<u>341,908</u>	<u>979,315</u>
Restricted Assets:			
Deferred special assessments	<u>27,009</u>	<u>0</u>	<u>27,009</u>
Capital assets - at cost	3,383,509	2,092,075	5,475,584
Less allowance for depreciation	<u>(755,516)</u>	<u>(656,740)</u>	<u>(1,412,256)</u>
Net capital assets	<u>2,627,993</u>	<u>1,435,335</u>	<u>4,063,328</u>
Other Assets:			
Bond discount	<u>1,665</u>	<u>2,635</u>	<u>4,300</u>
Total Assets	<u>3,294,074</u>	<u>1,779,878</u>	<u>5,073,952</u>
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	27,693	1,896	29,589
Accrued interest payable	911	9,074	9,985
Due to other funds	0	86,540	86,540
Bonds payable	45,000	50,000	95,000
Capital lease	0	70,000	70,000
Total current liabilities	<u>73,604</u>	<u>217,510</u>	<u>291,114</u>
Long-term Liabilities:			
Bonds payable	160,000	180,000	340,000
Capital lease	0	280,000	280,000
Total long - term liabilities	<u>160,000</u>	<u>460,000</u>	<u>620,000</u>
Total Liabilities	<u>233,604</u>	<u>677,510</u>	<u>911,114</u>
<u>Net Assets</u>			
Invested in capital assets - net of related debt	2,422,082	846,261	3,268,343
Unrestricted	<u>638,388</u>	<u>256,107</u>	<u>894,495</u>
Total Net Assets	<u>\$ 3,060,470</u>	<u>\$ 1,102,368</u>	<u>\$ 4,162,838</u>

See accompanying notes to financial statements

TOWNSHIP OF WEST BRANCH
Proprietary Funds
Statement of Revenues, Expenses and Change in Net Assets
For the Year Ended March 31, 2009

	Business-Type Activities		
	Enterprise Funds		
	Water and Sanitary Sewer	Water 2	Totals
Gross service charges	\$ 128,755	\$ 79,463	\$ 208,218
Water costs	108,148	0	108,148
Gross profit	20,607	79,463	100,070
Operating revenues:			
Service connections	3,000	9,788	12,788
Charges, fees, etc.	20,693	9,041	29,734
Total operating revenues	23,693	18,829	42,522
Operating expenses:			
Utilities	6,601	17,957	24,558
Operation and maintenance	14,912	20,065	34,977
Administration	125	6,642	6,767
Fiscal and other charges	691	1,709	2,400
Depreciation	89,096	47,631	136,727
Total operating expenses	111,425	94,004	205,429
Operating income (loss)	(67,125)	4,288	(62,837)
Nonoperating revenues (expenses):			
Interest income	9,928	8,317	18,245
Interest expense	(12,901)	(32,871)	(45,772)
Payment from DDA	58,542	155,713	214,255
Total nonoperating revenues	55,569	131,159	186,728
Change in net assets	(11,556)	135,447	123,891
Net assets - beginning of year as previously reported	2,962,161	966,921	3,929,082
Prior period adjustment	109,865	0	109,865
Net assets - beginning of the year as restated	3,072,026	966,921	4,038,947
Net assets - end of year	\$ 3,060,470	\$ 1,102,368	\$ 4,162,838

See accompanying notes to financial statements

TOWNSHIP OF WEST BRANCH
Proprietary Funds
Statement of Cash Flows
For the Year Ended March 31, 2009

	Water and Sanitary Sewer	Water 2	Totals
Cash flows from operating activities:			
Cash received from customers	\$ 132,332	\$ 89,425	\$ 221,757
Cash payments to suppliers for goods and services	(242,272)	(38,874)	(281,146)
Cash payments to employees for services	0	(6,642)	(6,642)
Other operating income	20,693	9,041	29,734
Net cash flows from operating activities	<u>(89,247)</u>	<u>52,950</u>	<u>(36,297)</u>
Cash flows from capital and related financing activities:			
Collection of customer assessments	6,897	0	6,897
Principal paid on long-term debt	(45,000)	(120,000)	(165,000)
Interest paid on long-term debt	(13,266)	(34,663)	(47,929)
Payments from local units	43,805	153,888	197,693
Net cash flows from capital and related financing activities	<u>(7,564)</u>	<u>(775)</u>	<u>(8,339)</u>
Cash flows from investing activities:			
Investment in capital assets	(77,065)	0	(77,065)
Interest and investment earnings	15,710	8,317	24,027
Net cash flows from investing activities	<u>(61,355)</u>	<u>8,317</u>	<u>(53,038)</u>
Net increase (decrease) in cash and investments	(158,166)	60,492	(97,674)
Cash and investments - beginning of year	<u>513,554</u>	<u>268,782</u>	<u>782,336</u>
Cash and investments - end of year	<u>\$ 355,388</u>	<u>\$ 329,274</u>	<u>\$ 684,662</u>

See accompanying notes to financial statements

TOWNSHIP OF WEST BRANCH
Statement of Fiduciary Net Assets
March 31, 2009

	<u>Tax Collection Fund</u>
	<u>ASSETS</u>
Cash and investments	<u>\$ 8,160</u>
	<u>LIABILITIES</u>
Due to other governmental entities	<u>\$ 8,160</u>

See accompanying notes to financial statements.

TOWNSHIP OF WEST BRANCH
Component Unit
Statement of Net Assets
March 31, 2009

	<u>Downtown Development Authority</u>
<u>Assets</u>	
Cash and investments	\$ 219,909
Due from other funds	<u>5,667</u>
Total Assets	<u>225,576</u>
 <u>Net Assets</u>	
Unrestricted	<u><u>\$ 225,576</u></u>

See accompanying notes to financial statements

TOWNSHIP OF WEST BRANCH
Component Unit
Statement of Activities
For the Year Ended March 31, 2009

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>	<u>Net (Expense) Revenue and Changes in Net Assets</u>
Downtown Development Authority			
General government	<u>\$ 265,283</u>	<u>\$ 0</u>	<u>\$ (265,283)</u>
	General Revenues:		
			313,384
			45
			<u>1,923</u>
		Total general revenues	<u>315,352</u>
		Change in net assets	<u>50,069</u>
		Net assets - beginning of year as previously reported	285,372
		Prior period adjustment	<u>(109,865)</u>
		Net assets - beginning of year as restated	<u>175,507</u>
		Net assets - end of year	<u>\$ 225,576</u>

See accompanying notes to financial statements

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Township of West Branch conform to U.S. generally accepted accounting principles as applicable to governmental units. The following is a summary of the significant accounting policies used by the Township of West Branch:

Reporting Entity

The Township of West Branch (Township) was organized in 1885 and covers an area of approximately 36 square miles in West Branch, Michigan. The Township operates under an elected board (five members) and provides services to its residents in many areas including community enrichment and development and human services. The reporting entity for the Township is based on criteria set forth by statements issued by the Governmental Accounting Standards Board. All activities over which the Township exercises oversight responsibility have been included in the reporting entity. Oversight responsibility is determined by factors such as financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters of the entity.

Discretely Presented Component Units – The component unit column in the combined financial statements, which represents the financial data of the Township of West Branch Downtown Development Authority (Authority) is reported in a separate column to emphasize that it is legally separate from the Township. The Authority operates under the directorship of a board appointed by the Township of West Branch Board. The annual budget of the Authority is approved by the Township Board. The Authority cannot levy taxes or issue debt without the approval of the Township Board. The Authority was created to halt property value deterioration and the causes thereof, to increase property tax valuation, and to promote economic growth within the development district. The financial statements of the Authority can be obtained at 1705 S. Fairview Road, West Branch, MI 48661.

These statements also include the water and sewer systems managed by the Township. Generally accepted accounting principles now require this activity to be reported in the Township's annual financial statements. The Township has sole authority to set rates and is financially responsible for the integrity of the system. The financial statements reflect the financial position and results of operations for the systems for the fiscal year ending March 31, 2009.

The financial statements of certain other governmental organizations listed below are not included in the financial statements of the Township as they do not meet the criteria for being a component unit of the township.

Ogemaw Fire Board – The Fire Board is a joint venture with five other local units. The Township appoints one of the six board members and is not financially accountable for the Fire Board.

Ogemaw Hills Recreation Department – The recreation department is a joint venture with six other local units. The Township appoints one of the board members and is not financially accountable for the recreation department.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of inter-fund 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.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. 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 and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, state shared revenues, 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.

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 proprietary fund and 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.

As a general rule, the effect of inter-fund activity has been eliminated from the government-wide financial statements.

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 Township 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.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property taxes, state-shared revenue, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenue in the current fiscal period. All other revenue items are considered to be available only when cash is received by the government.

Operating income reported in proprietary fund financial statements includes revenues and expenses related to the primary, continuing operations of the fund. Principal operating revenues for proprietary funds are charges to customers for sales or services. Principal operating expenses are the costs of providing goods or services and include administrative expenses and depreciation of capital assets. Other revenues and expenses are classified as non-operating in the financial statements.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The government has elected to also follow private-sector standards issued after November 30, 1989 for its business-type activities.

The Township reports the following major funds:

General Fund - The General Fund is used to account for all financial transactions not accounted for in another fund, including the general operating expenditures of the local unit. Revenues are derived primarily from property taxes and state and federal distributions, grants and other intergovernmental revenues.

Gypsy Moth Fund – The Gypsy Moth Fund is used to record transactions relative to the treatment and control of gypsy moth masses in the Township.

Capital Project Fund - The Capital Projects Fund is used to record the activity related to major construction projects of the Township. Included are transactions related to the improvements to the Mulch Manufacturing site.

Water and Sanitary Sewer Fund – The Water and Sanitary Sewer Fund is used to record transactions relative to the operation of the water and sewer use for the Township of West Branch.

Water 2 Fund – The Water 2 Fund is used to record transactions relative to the I-75 project from Cook Road to M-55 and for future service connections.

Assets, Liabilities, and Net Assets or Equity

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.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Receivables and Payables – In general, outstanding balances between funds are reported as “due to/from other funds.” Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as “advances to/from other funds.” Any residual balances outstanding between the governmental activities are reported in the government-wide financial statements as “internal balances”.

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 February 14th of the following year, at which time penalties and interest are assessed.

Capital Assets – Capital assets, which include land, buildings, and equipment are reported in the applicable governmental column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$1,000. 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. Costs of normal repair and maintenance that do not add value or materially extend asset lives are not capitalized.

Land, building, equipment and infrastructure are depreciated using the straight-line method over the following useful lives:

Buildings	39 Years
Building and land improvements	15 Years
Equipment	5-7 Years
Water and sewer lines and equipment	15-50 Years

Long-term Obligations – In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Equity – In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Use of Estimates – The process of preparing the basic financial statements in conformity with U.S. generally accepted accounting principles requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues, and expenses. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

NOTE 2 – BUDGETS

The State of Michigan adopted a Uniform Budgeting and Accounting Act (Act) applicable to all local governmental entities in the state. The law requires appropriation acts to be adopted for General and Special Revenue Funds of governments prior to the expenditure of monies in a fiscal year.

Each Township department head submits to the supervisor an itemized estimate of the anticipated expenditures of the Township for the next fiscal year for the Township activities under his or her charge. The supervisor shall prepare a complete itemized proposed budget for the next fiscal year and submit it to the Township Board. A public hearing on the budget is to be held before its final adoption, at such time and place as the Township Board directs, and notice of such public hearing is to be published at least one week in advance by the Township Clerk.

A copy of the proposed budget shall be on file and available to the public for inspection during office hours at the office of the Township Clerk for a period of not less than one week prior to such public hearing. Then no later than March, the Township Board shall, by resolution, adopt the budget for the next fiscal year and shall, in that resolution, make an appropriation of money needed for Township purposes during the ensuing fiscal year of the Township. Budgets are adopted at the fund level.

A comparison of actual results of operations to the budgeted amounts for the General Fund and Gypsy Moth Fund is presented as Required Supplemental Information.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 3 – DEPOSITS AND INVESTMENTS

Michigan Compiled Laws, Section 129.91, authorizes the Township to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The Township is allowed to invest in 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 obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rates 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 as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. The Township's deposits are in accordance with statutory authority.

At year-end, the Township's deposits and investments were reported in the basic financial statements in the following categories:

	Governmental Activities	Business-Type Activities	Fiduciary Funds	Total	Component Units
Cash and investments	\$ 554,726	\$ 684,662	\$ 8,160	\$ 1,247,548	\$ 219,909
Total	\$ 554,726	\$ 684,662	\$ 8,160	\$ 1,247,548	\$ 219,909

The breakdown between deposits and investments is as follows:

Deposits (checking and savings accounts, certificates of deposit)	\$ 609,130
Investments in interlocal agreement investment pools (i.e. Class) with a weighted average maturity not to exceed 60 days	856,861
Petty cash and cash on hand	1,466
Total	\$ 1,467,457

Custodial credit risk-Deposits

In the case of deposits, this is the risk in the event of a bank failure, the Township's deposits may not be returned to it. As of March 31, 2009, \$124,137 of the Township's bank balance of \$391,334, was exposed to custodial credit risk because it was uninsured and collateralized. As of March 31, 2009, \$0 of the component units' bank balance of \$219,909 was exposed to custodial credit risk because it was uninsured and collateralized.

The Township's investment policy does not identify interest rate risk, foreign currency risk, and concentration credit risk.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 4 - CAPITAL ASSETS

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

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Disposals and Adjustments</u>	<u>Ending Balance</u>
<u>Governmental activities:</u>				
Capital assets not being depreciated:				
Land	\$ 36,436	\$ 0	\$ 0	\$ 36,436
Capital assets being depreciated:				
Buildings and improvements	21,860	23,000	0	44,860
Land improvements	2,350	0	0	2,350
Equipment	22,582	0	0	22,582
Subtotal	<u>46,792</u>	<u>23,000</u>	<u>0</u>	<u>69,792</u>
Less accumulated depreciation for:				
Buildings and improvements	11,661	599	0	12,260
Land improvements	723	162	0	885
Equipment	16,649	1,777	0	18,426
Subtotal	<u>29,033</u>	<u>2,538</u>	<u>0</u>	<u>31,571</u>
Governmental activities, total capital assets - net of depreciation	<u>\$ 54,195</u>	<u>\$ 20,462</u>	<u>\$ 0</u>	<u>\$ 74,657</u>
<u>Business-type activities:</u>				
Capital assets not being depreciated:				
Land	\$ 26,700	\$ 0	\$ 0	\$ 26,700
Capital assets being depreciated:				
Water and Sanitary Sewer	3,334,938	48,571	0	3,383,509
Water 2	2,065,375	0	0	2,065,375
Subtotal	<u>5,400,313</u>	<u>48,571</u>	<u>0</u>	<u>5,448,884</u>
Less accumulated depreciation for:				
Water and Sanitary Sewer	666,420	89,096	0	755,516
Water 2	609,109	47,631	0	656,740
Subtotal	<u>1,275,529</u>	<u>136,727</u>	<u>0</u>	<u>1,412,256</u>
Business-type activities, total capital assets - net of depreciation	<u>\$ 4,151,484</u>	<u>\$ (88,156)</u>	<u>\$ 0</u>	<u>\$ 4,063,328</u>

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 4 - CAPITAL ASSETS (CONTINUED)

Depreciation expense was charged to functions as follows:

Governmental activities:		
General government	\$ 2,538	<u> </u>
Business-type activities:		
Water and Sanitary Sewer	\$ 89,096	
Water 2	47,631	<u> </u>
Total business-type activities depreciation expense		<u>\$ 136,727</u>

NOTE 5 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

A summary of inter-fund receivable and payable balances at March 31, 2009 and transfers made during the year ended March 31, 2009 is as follows:

<u>Fund</u>	<u>Receivables</u>	<u>Payables</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General	\$ 38,193	\$ 0	\$ 0	\$ 0
Component unit	5,667	0	0	214,255
Water and Sanitary Sewer	64,700	0	58,542	0
Water 2	0	86,540	155,713	0
	<u>\$ 108,560</u>	<u>\$ 86,540</u>	<u>\$ 214,255</u>	<u>\$ 214,255</u>

These inter-fund receivable and payable balances resulted from the time lag between the dates that (1) inter-fund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

These transfers are for debt service. The DDA transfers funds to the Water and Sanitary Sewer and Water 2 for the purpose of paying long-term debt.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 6 - LONG-TERM DEBT

The following details the Township's long-term debt:

<u>Primary Government</u>	<u>Beginning Balance</u>	<u>Increase (Decrease)</u>	<u>Ending Balance</u>
Brownfield Redevelopment Note, due in annual installments through 2022, bearing interest rate of 2.00%.	\$ 325,000	\$ (207,000)	\$ 118,000
Limited tax bonds 1998, dated November 1, 1998, due in annual installments through 2013, bearing interest rates of 4.00% to 4.85%.	280,000	(50,000)	230,000
Limited tax bonds 2000, dated August 1, 2000, due in annual installments through 2013 bearing interest rates of 5.10% to 5.40%.	250,000	(45,000)	205,000
Obligation under capital lease (Note 7)	<u>420,000</u>	<u>(70,000)</u>	<u>350,000</u>
Totals	<u>\$ 1,275,000</u>	<u>\$ (372,000)</u>	<u>\$ 903,000</u>

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 6 – LONG-TERM DEBT (CONTINUED)

Long-term debt obligation activity can be summarized as follows:

	Balance April 1, 2008	Additions	Retirements and Payments	Balance March 31, 2009	Amount Due Within One Year
Brownfield Note	\$ 325,000	\$ 0	\$ (207,000)	\$ 118,000	\$ 0
Bonds	530,000	0	(95,000)	435,000	95,000
Capital lease	420,000	0	(70,000)	350,000	70,000
	<u>\$1,275,000</u>	<u>\$ 0</u>	<u>\$ (372,000)</u>	<u>\$ 903,000</u>	<u>\$ 165,000</u>

Annual debt service requirements to maturity for the above obligations are as follows:

Year End March 31	Governmental		Business-Type Activities	
	Principal	Interest	Principal	Interest
2009	\$ 0	\$ 0	\$ 165,000	\$ 39,452
2010	0	0	175,000	30,870
2011	0	0	185,000	21,715
2012	0	0	190,000	12,003
2013	11,821	0	70,000	1,960
2014-2018	50,464	8,639	0	0
2019-2023	55,715	3,387	0	0
Total	<u>\$ 118,000</u>	<u>\$ 12,026</u>	<u>\$ 785,000</u>	<u>\$ 106,000</u>

NOTE 7 – CAPITAL LEASE OBLIGATION

In April of 1993, the County of Ogemaw issued \$1,400,000 in bonds in order to pay for the construction of a water supply system in West Branch Township. The County owns the system and leases it to the Township for as long as the bonds remain outstanding. The Township is responsible for operation and maintenance of the system. The Township will own the system when the bonds have been paid.

The bonds are partly payable from taxes collected by the Tax Increment Financing Authority, revenue generated from operation of the water tower and revenue generated from a special assessment roll. Both the Township of West Branch and County of Ogemaw have pledged full faith and credit for repayment of the bonds. The lease calls for the Township to make payments to the County in amounts equal to the bond and interest payments due on the bonds.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 7 – CAPITAL LEASE OBLIGATION (CONTINUED)

Obligations under capital lease have been recorded in the Proprietary Fund at the present value of future minimum lease payments, discounted at interest rates ranging from 3.2% to 5.6%.

The future minimum lease payments under the capital lease and present value of the net minimum lease payments are as follows:

<u>Year Ended March 31,</u>	<u>Lease Payments</u>
2009	\$ 87,640
2010	83,720
2011	79,800
2012	75,880
2013	<u>71,960</u>
Total future minimum lease payments	399,000
Less amount representing interest	<u>49,000</u>
Present value of future minimum lease payments	<u><u>\$ 350,000</u></u>

NOTE 8 – PENSION PLAN

The Township contributes to a defined contribution pension plan covering all employees and elected officials, but excluding election workers. Contributions to each individual's simplified employee pension account are 15% of each employee's salary or wages. Contributions for the year ending March 31, 2009 were \$13,659.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 9 – RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FLOWS FROM OPERATING ACTIVITIES

	<u>Water and Sanitary Sewer</u>	<u>Water 2</u>	<u>Total</u>
Operating income (loss)	\$ (67,125)	\$ 4,288	\$ (62,837)
Adjustment to reconcile operating income (loss) to net cash flows from operating activities:			
Depreciation	89,096	47,631	136,727
Amortization	415	659	1,074
Changes in operating assets and liabilities:			
Accounts receivable	577	174	751
Accounts payable	<u>(112,210)</u>	<u>198</u>	<u>(112,012)</u>
Net cash flows from operating activities	<u><u>\$ (89,247)</u></u>	<u><u>\$ 52,950</u></u>	<u><u>\$ (36,297)</u></u>

NOTE 10 - PROPERTY TAXES

Property taxes are assessed on December 31, levied on the following July 1 and December 1 and are payable through February 14. The Township bills and collects its own taxes and also taxes for the State of Michigan, County of Ogemaw, West Branch-Rose City Public Schools, Kirtland Community College, C.O.O.R. Intermediate School District, and West Branch District Library. The collection of these taxes and remittance to the proper authority are accounted for in the Current Tax Collections Fund. Township property tax revenues levied December 1, 2008 are recognized as revenue for the year ended March 31, 2009.

During 1996, as a result of a vote of the citizens, a 15 year additional 0.19950 mills was levied for operation of a senior citizen center. These taxes are forwarded to the City of West Branch, owners of the building, for expenditures of the center servicing Ogemaw County.

NOTE 11 - RISK FINANCING AND RELATED INSURANCE ISSUES

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 continues to carry commercial insurance for risk of loss.

TOWNSHIP OF WEST BRANCH
Notes to Financial Statements
For the Year Ended March 31, 2009

NOTE 12 - PRIOR PERIOD ADJUSTMENT

The net assets of the Water and Sanitary Sewer and the Component Unit were corrected for an error which recorded a payment for the M-76 infrastructure as an inter-fund loan instead of an inter-fund transfer of \$109,865.

TOWNSHIP OF WEST BRANCH
Required Supplemental Information
Budgetary Comparison Schedule - General Fund
For the Year Ended March 31, 2009

	Original Budget	Final Amended Budget	Actual	Variances with Final Budget Favorable (Unfavorable)
<u>Revenues</u>				
Taxes	\$ 70,000	\$ 70,000	\$ 85,614	\$ 15,614
Collection fees	23,000	23,000	32,924	9,924
State shared revenue	188,000	195,600	186,502	(9,098)
Special assessments levied	21,130	21,130	19,494	(1,636)
Charges for services	16,000	8,800	11,968	3,168
Interest	16,000	7,000	6,190	(810)
Licenses and permits	1,400	1,400	1,059	(341)
Other	149,330	24,483	29,888	5,405
 Total revenues	 484,860	 351,413	 373,639	 22,226
<u>Expenditures</u>				
Legislative	64,580	68,430	65,175	3,255
General government	119,844	144,288	134,477	9,811
Public safety	60,564	42,000	41,785	215
Public works	235,779	82,564	73,983	8,581
Other	24,910	17,675	10,710	6,965
 Total expenditures	 505,677	 354,957	 326,130	 28,827
 Net change in fund balance	 (20,817)	 (3,544)	 47,509	 51,053
 Fund balance - beginning of year	 441,674	 441,674	 441,674	 0
 Fund balance - end of year	 \$ 420,857	 \$ 438,130	 \$ 489,183	 \$ 51,053

TOWNSHIP OF WEST BRANCH
 Required Supplemental Information
 Budgetary Comparison Schedule - Gypsy Moth Fund
For the Year Ended March 31, 2009

	Original Budget	Final Amended Budget	Actual	Variances with Final Budget Favorable (Unfavorable)
<u>Revenues</u>				
Interest	\$ 1,500	\$ 2,600	\$ 1,587	\$ (1,013)
<u>Expenditures</u>				
Other	300	400	400	0
Net change in fund balance	1,200	2,200	1,187	(1,013)
Fund balance - beginning of year	76,169	76,169	76,169	0
Fund balance - end of year	<u>\$ 77,369</u>	<u>\$ 78,369</u>	<u>\$ 77,356</u>	<u>\$ (1,013)</u>



WEINLANDER FITZHUGH

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July 27, 2009

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Township Board
Township of West Branch
Ogemaw County, Michigan

We have audited the financial statements of the Township of West Branch, Ogemaw County, Michigan as of and for the year ended March 31, 2009, and have issued our report thereon dated July 27, 2009. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township of West Branch's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Township of West Branch's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Township of West Branch's internal control over financial reporting.

Our consideration on internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with

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Township Board
Township of West Branch
July 27, 2009

U.S. generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Township of West Branch's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control over financial reporting. We consider the deficiencies described in a separate correspondence to the Township Board dated July 27, 2009 to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be presented or detected by the Township of West Branch's internal control. Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe the significant deficiencies described above are material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township of West Branch's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

This report is intended solely for the information of the Township Board, management and related regulatory agencies and federal awarding agencies and pass-through entities and is not intended to be, and should not be, used by anyone other than these specified parties.

Weinlander Fitzhugh



WEINLANDER FITZHUGH

July 27, 2009

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**Township Board
Township of West Branch
Ogemaw County, Michigan**

In planning and performing our audit of the financial statements of the Township of West Branch (Township) as of and for the year ended March 31, 2009, in accordance with U.S. generally accepted auditing standards. We considered the Township of West Branch's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when a control necessary to meet the control objective is missing, or when an existing control is not properly designed so that even if the control operates as designed, the control objective is not always met. A deficiency in operation exists when a properly designed control does not operate as designed or when the person performing the control does not possess the necessary authority or qualifications to perform the control effectively.

A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with U.S. generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected.

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Township Board
Township of West Branch
July 27, 2009
Page 2

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected. We consider the following significant deficiencies to be material weaknesses:

Segregation of Duties

One of the strongest controls in an internal control system is known as “segregation of duties”. This means that there are different individuals performing different duties within a specific accounting function. Having multiple individuals performing duties in the same accounting function acts as a check and balance.

As is common in many small organizations, there is often only a few people, sometimes only one person, performing the accounting and financial functions. It is also common to have these individuals concentrate their efforts in one area. For example, one person does all the payroll, one person does all the disbursing, and one person does all the billing and receipting.

While this is usually more efficient, it weakens the internal control system. There are generally insufficient checks and balances in place.

This is the situation with the Township. Due to a limited staff size, the Township has a lack of segregation of duties with respect to the cash receipts accounting function because the duties are centralized with one individual.

The Township has begun the process of implementing compensating controls to reduce the significance of the deficiency, but due to some timing problems during the year, these compensating controls were not applied on a consistent basis. We continue to recommend the implementation by the Township of compensating controls over the cash receipts accounting function on a consistent basis.

Financial Reporting

As part of our consideration of the internal control over financial reporting, we as auditors are not allowed to be considered to be part of the Township of West Branch internal controls. In taking this required position, we must consider whether the Township has the ability, on its own, to monitor and report financial activity in accordance with our professional standards without auditor involvement.



WEINLANDER FITZHUGH

Township Board
Township of West Branch
July 27, 2009
Page 3

The Township uses accounting software as a management tool to monitor the financial status of the Township, to facilitate the preparation and amendment of budgets and to compare budgeted amounts to actual results. In addition, the Township demonstrates the ability to report fund level activities, monitor fiduciary fund activities (including tax collections and disbursements) and report on certain fund level note disclosures. Due to the complexity of the required government wide financial statements, proprietary fund statements and related note disclosures in accordance with GASB 34, the Township does not maintain personnel who can properly report in accordance with U.S. generally accepted accounting principles without auditor involvement.

The preceding comments are not intended to reflect on the performance or capability of any employee.

This communication is intended solely for the information and use of management, the Township Board and others within the Township, federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.

Weinlander Fitzhugh