



PFEFFER ▪ HANNIFORD ▪ PALKA
Certified Public Accountants

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Members:
AICPA Private Practice Companies Section
MACPA

September 19, 2023

Board of Trustees
Township of Conway
8015 N. Fowlerville Rd.
Fowlerville, MI 48836

Dear Honorable Board of Trustees:

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Conway Township as of and for the year ended March 31, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the Township's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions 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 was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore there can be no assurance that all such deficiencies have been identified. However, as discussed below, we identified deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control 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 and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We consider the following deficiencies in the Township's internal control to be material weaknesses:

Establish Control over the Financial Reporting Process: Management is responsible for establishing and maintaining internal controls, including monitoring, and for the fair presentation in the financial statements of financial position, results of operations, and cash flows, including the notes to financial statements, in conformity with U.S. generally accepted accounting principles.

At times, management may choose to outsource certain accounting functions due to cost or training considerations. Such accounting functions and service providers must be governed by the control policies and procedures of the Township. Management is as responsible for outsourced functions performed by a service provider as it would be if your personnel performed such functions. Specifically, management is responsible for management decisions and functions: for designating an individual with suitable skill, knowledge, or experience to oversee any outsourced services; and for evaluating the adequacy and results of those services and accepting responsibility for them.

As part of the audit, management requested us to prepare a draft of your financial statements, including the related notes to financial statements. Management reviewed, approved, and accepted responsibility for those financial statements prior to their issuance; however, management did not perform a detailed review of the financial statements. The absence of this control procedure is considered a material weakness because the potential exists that a material misstatement of the financial statements could occur and not be prevented or detected by the Township's internal control.

The existence of significant deficiencies or material weaknesses may already be known to management and may represent a conscious decision by management or those charged with governance to accept that degree of risk because of cost or other considerations. Management is responsible for making decisions concerning costs and the related benefits. We are responsible to communicate significant deficiencies and material weaknesses in accordance with professional standards regardless of management's decisions.

Response by Management

Management believes the cost of hiring additional personnel exceeds the benefits of more control over the financial reporting process. Therefore, management has chosen to continue to request the auditors to prepare the financial statements. However, management has read, reviewed, understands and takes responsibility of the financial statements.

Segregate Accounting Duties: A good system of internal control provides for a proper segregation of the accounting functions. The Township does not have the proper segregation of duties over cash receipts and disbursements, accounts receivable, and accounts payable. Proper segregation is not always possible in a small organization, but limited segregation to the extent possible can and should be implemented to reduce the risk of errors or fraud. We recommend that management review the current assignment of accounting functions. Where possible, duties should be segregated to reduce the risk of errors or fraud.

Response by Management

Management has reviewed and continues to review the current assignment of accounting functions. Management believes that the cost of hiring additional personnel will not substantiate the conceived benefits. However, management will continue to review methods of segregating duties without hiring additional personnel with the current staff.

Other Matter

The Township Board has implemented a control to help mitigate the weakness of "segregation of duties" by having one of the Board of trustee members review all bank statements on a monthly basis. We applaud the Board for this action. We suggest the Township Board request the Board member who reviews the bank statement to confirm the statement has been received, initial or sign and date each bank statement after his or her review with the notation the statement has been reviewed. A copy of the reviewed statement should be kept with the Township's accounting records.

Conclusion

Thank you for the hospitality and assistance we received during the audit. Please call us if you should have any questions, comments or concerns.

This communication is intended solely for the information and use of management, Board of Trustees, and others with the organization, and is not intended to be and should not be used by anyone other than the specified parties.

Sincerely,

Pfeffer, Hanniford & Palka, P.C.

PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

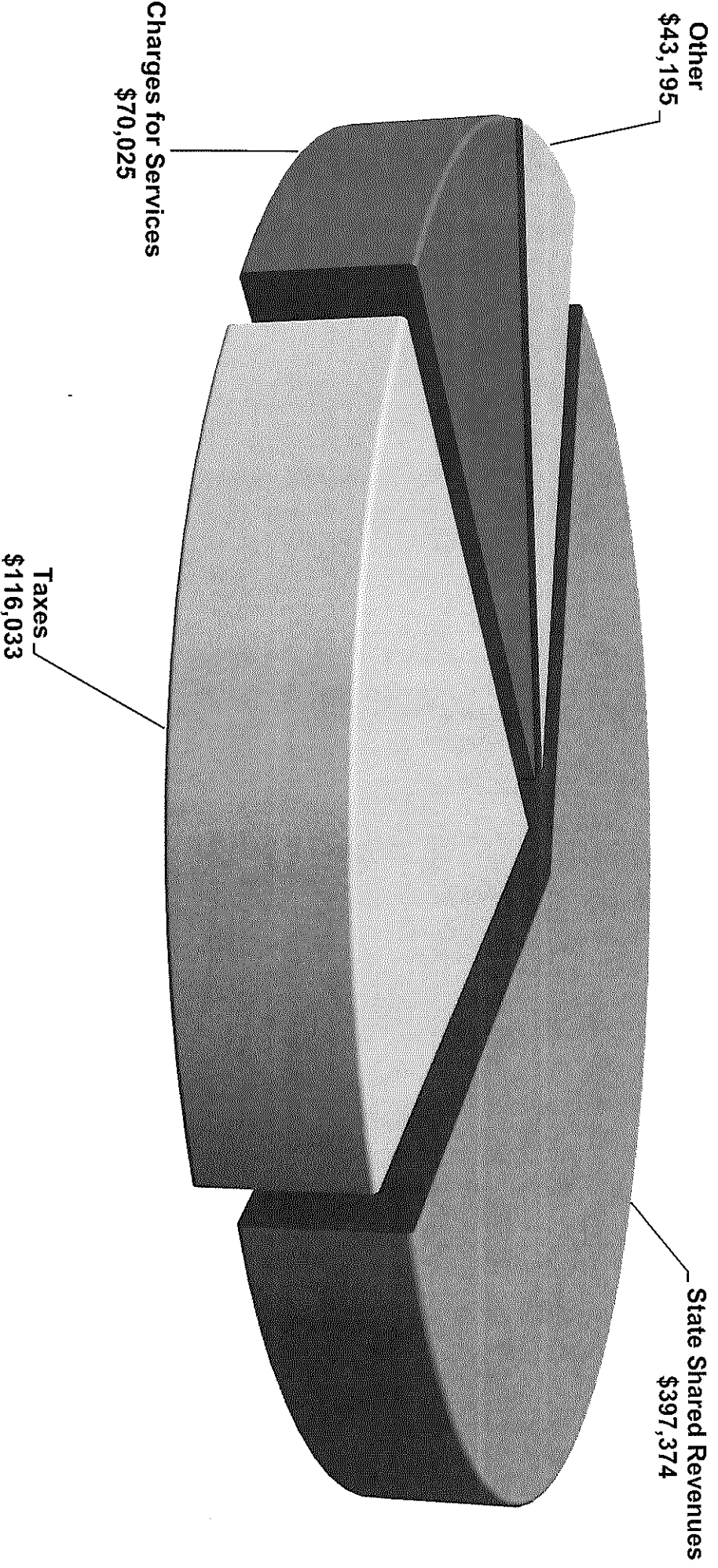
Township of Conway

Audit Presentation
March 31, 2023



PEEPER, HANNIFORD & PALKA
Certified Public Accountants
BRIGHTON, MICHIGAN

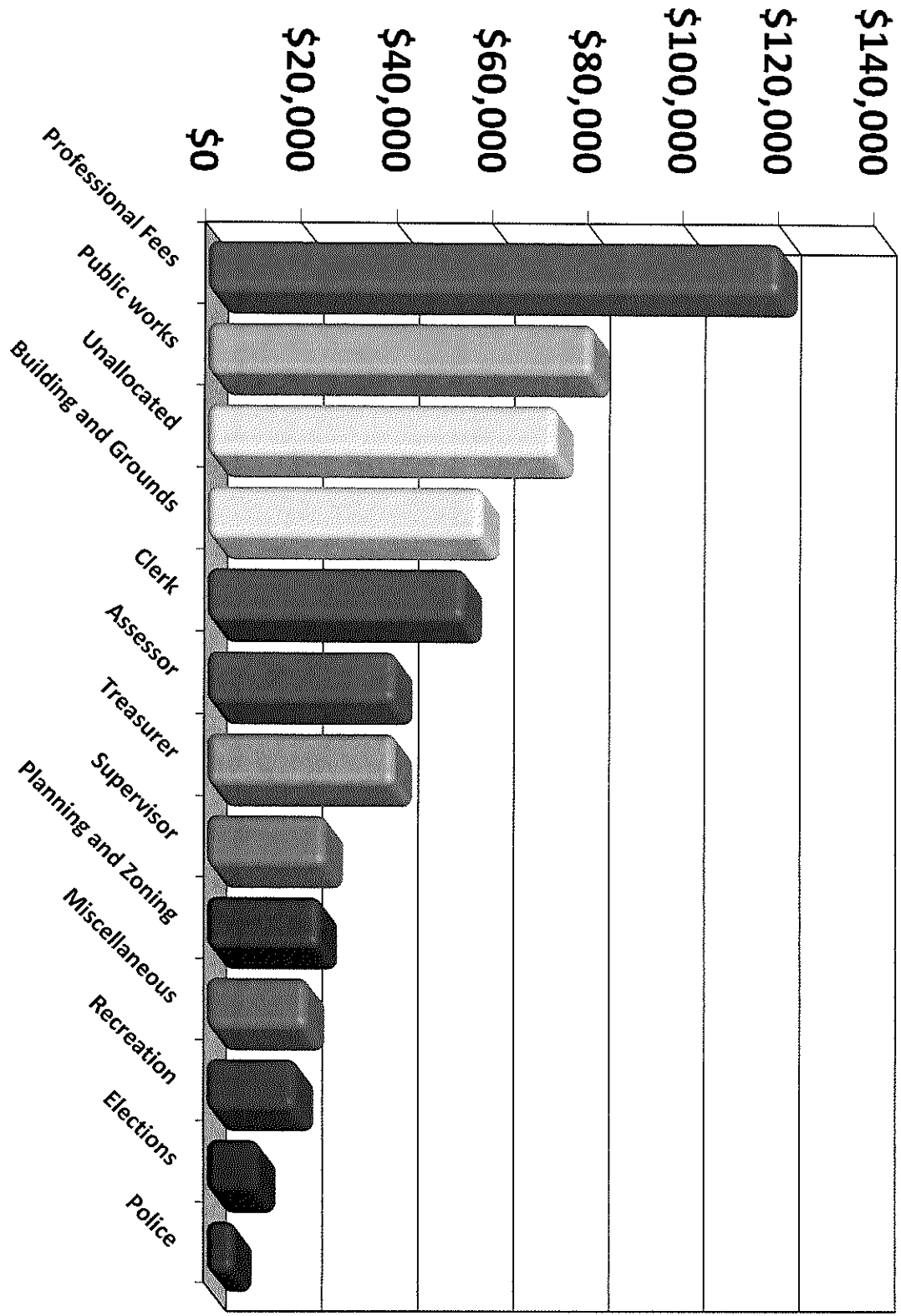
Township of Conway
General Fund Revenues
For The Year Ended March 31, 2023



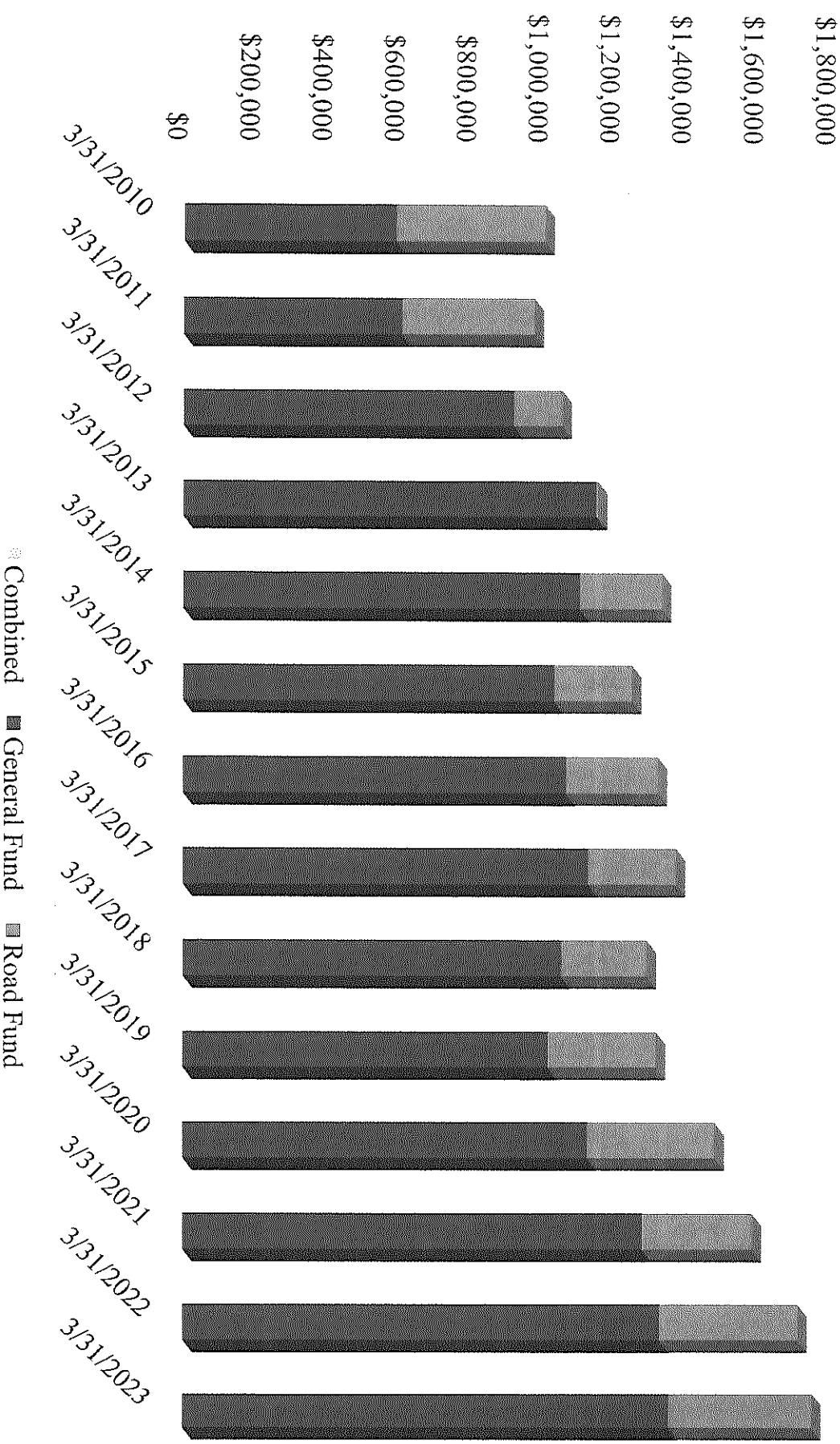
Total Revenues = \$626,627

Township of Conway
General Fund Expenditures
For The Year Ended March 31, 2023

Total Expenditures = \$571,384



Township of Conway
General and Road Fund
Fund Balance Comparison
March 31, 2010 - 2023



TOWNSHIP OF CONWAY

Report on Audit of Financial Statements

For the Year Ended March 31, 2023

TOWNSHIP OF CONWAY

TOWNSHIP OFFICIALS

Supervisor - Bill Grubb
Treasurer - Debbie Grubb
Clerk – Elizabeth Whitt

TOWNSHIP BOARD OF TRUSTEES

Bill Grubb
Debbie Grubb
Elizabeth Whitt
Amy Crampton-Atherton
George Pushies

TOWNSHIP ATTORNEY

Cooper & Riesterer, PLC

TOWNSHIP AUDITORS

Pfeffer, Hanniford & Palka
Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

September 19, 2023

To the Board of Trustees
Township of Conway
8015 N. Fowlerville Road
Fowlerville, MI 48836

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Conway, Michigan, as of and for the year ended March 31, 2023, and the related notes to the financial statements, which collectively comprise the Township of Conway, Michigan's basic financial statements as listed in the table of contents. In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Conway, Michigan, as of March 31, 2023, and the respective changes in financial position, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Township and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. In performing an audit in accordance with GAAS, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 7 - 10 and 32 - 34 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The accompanying supplementary information such as the combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Pfeffer, Hanniford & Palka, P.C.

PFEFFER, HANNIFORD & PALKA

Certified Public Accountants

MANAGEMENT DISCUSSION AND ANALYSIS

Management Discussion and Analysis March 31, 2023

Within this section of the Township of Conway's annual financial report, the Township's management is providing a narrative discussion and analysis of the financial activities of the Township for the fiscal year ended March 31, 2023. This narrative discusses and analyzes the activity within the context of the accompanying financial statements and disclosures following this section. The discussion focuses on the Township's primary government and, unless otherwise noted, component units reported separately from the primary government are not included.

Overview of the Financial Statements

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

Government-wide Financial Statements

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

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

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

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

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

Fund Financial Statements

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

The Township has two kinds of funds:

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

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

Notes to the financial statements

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

Other information

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

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

Financial Analysis of the Township as a Whole

The Township’s net position at the end of the fiscal year was \$2,352,329. This is a \$50,885 increase over last year’s net position of \$2,301,444. This increase was due to an increase in tax revenue, state revenue, and grant revenue.

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

Summary of Net Position

	Governmental Activities	
	<u>3/31/2023</u>	<u>3/31/2022</u>
Assets		
Current and other assets	\$ 2,235,266	\$ 2,007,314
Capital assets, net	<u>509,932</u>	<u>526,213</u>
Total assets	<u>2,745,198</u>	<u>2,533,527</u>
Liabilities		
Other liabilities	<u>392,869</u>	<u>232,083</u>
Net position:		
Net investment in capital assets	509,932	562,213
Restricted	349,042	293,753
Unrestricted	<u>1,493,355</u>	<u>1,445,478</u>
Total net position	<u>\$ 2,352,329</u>	<u>\$ 2,301,444</u>

Summary of Changes in Net Position

	<u>Governmental Activities</u>	
	<u>3/31/2023</u>	<u>3/31/2022</u>
REVENUES		
Program revenues		
Charges for services	\$ 109,542	\$ 54,732
General revenues		
Property taxes	391,687	371,738
Licenses and permits	11,214	7,624
State revenues	397,374	371,462
Special assessments	736	
Grant revenue	5,925	23,965
Other	16,176	18,499
Total revenues	<u>932,654</u>	<u>848,020</u>
EXPENSES		
General government	518,838	392,838
Public safety	6,135	11,025
Public works	312,723	221,977
Cemetery	25,110	37,909
Recreation	18,963	46,839
Total expenses	<u>881,769</u>	<u>710,588</u>
CHANGES IN NET POSITION	50,885	137,432
BEGINNING NET POSITION	<u>2,301,444</u>	<u>2,164,012</u>
ENDING NET POSITION	<u>\$ 2,352,329</u>	<u>\$ 2,301,444</u>

Financial Analysis of the Township's Funds

The Township of Conway reported three major funds for the year ended March 31, 2023. These funds included:

- The General Fund
- The Road Fund
- The American Rescue Plan Act Fund (ARPA Fund)

The General Fund increased its fund balance by \$25,243, which is a typical annual increase.

The Road Fund increased its fund balance by \$13,142. This was primarily due to increased road project expenditures.

The ARPA Fund recognized \$5,925 of grant revenues and spent \$5,925 on allowable ARPA expenditures.

Budgetary Highlights

The Township approved budgets prior to the start of the fiscal year for the General, Road and ARPA Funds. For the General and Road funds, amendments were made to the budget during the year to reflect economic reality. At year end, General Fund Revenues exceeded budgeted amounts by \$106,707 while actual expenditures were \$1,608 greater than budgeted amounts. In the Road Fund, revenues exceeded budgeted amounts by \$116,355 while actual expenditures were less than budgeted amounts by \$32,577.

Capital Asset and Debt Administration

The Township made land improvements to the Antrim Cemetery during the current fiscal year in the amount of \$15,750.

As of March 31, 2023, the Township had \$4,850 of construction in progress costs related to office furniture that is not finished being constructed.

No assets were disposed of in the current fiscal year.

The Township had no debt related activity in the current fiscal year.

Economic Conditions and Future Activities

In the past few years, the taxable property value for the Township has increased slightly, though new construction remains stagnant. This has and will continue to affect the overall tax revenues. State shared revenues also have increased 3% to 4% over the past few years.

In the prior fiscal year, the Township received \$189,687 in funds under the State and Local Fiscal Recovery Program ("SLFRP") in relation to the American Rescue Plan Act ("ARPA"), which was passed to help communities recover from negative impacts of the Covid-19 pandemic. ARPA funds of \$23,695 were spent during fiscal year 2022. The Township received an additional \$189,683 in funds in fiscal year 2023 and spent \$5,925 during fiscal year 2023.

Overall, the Township's financial position remained strong and healthy over the past fiscal year.

Contacting the Township's Financial Management

This report is designed to provide a general overview of the Township's financial position and comply with finance-related regulations. If you have any questions about this report or request additional information please contact the Township of Conway at 8015 N. Fowlerville Road, Fowlerville, MI 48836.

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS

TOWNSHIP OF CONWAY
STATEMENT OF NET POSITION
MARCH 31, 2023

	Governmental Activities
ASSETS	
Cash and cash equivalents	\$ 2,134,774
Receivables:	
Taxes	21,971
State shared revenues	57,728
Special assessments	18,344
Other	2,449
Capital assets	
Non-depreciable	44,487
Depreciable, net of accumulated depreciation	465,445
Total assets	2,745,198
LIABILITIES	
Accounts payable	15,395
Accrued wages	17,709
Due to others	600
Unearned revenues	359,165
Total liabilities	392,869
NET POSITION	
Net investment in capital assets	509,932
Restricted for:	
Roads	287,013
Cemetery	62,029
Unrestricted	1,493,355
Total net position	\$ 2,352,329

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

TOWNSHIP OF CONWAY

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED MARCH 31, 2023

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u> <u>Charges for Services</u>	<u>Total</u>
GOVERNMENTAL ACTIVITIES			
General government	\$ (518,838)	\$ 70,025	\$ (448,813)
Public safety	(6,135)		(6,135)
Public works	(312,723)	34,395	(278,328)
Cemetery	(25,110)	5,122	(19,988)
Recreation	(18,963)		(18,963)
Total governmental activities	\$ (881,769)	\$ 109,542	(772,227)
General revenues			
Property taxes			391,687
Licenses and permits			11,214
State revenues			397,374
Special assessments			736
Grant revenue			5,925
Interest and rent			10,556
Other income			5,620
Total general revenues			823,112
Change in net position			50,885
Net position, April 1, 2022			2,301,444
Net position, March 31, 2023			\$ 2,352,329

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

FUND FINANCIAL STATEMENTS

TOWNSHIP OF CONWAY

BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2023

	General Fund	Road Fund	ARPA Fund	Nonmajor Fund - Cemetery	Total
ASSETS					
Cash and investments	\$ 1,321,963	\$ 382,855	\$ 349,480	\$ 80,476	\$ 2,134,774
Receivables:					
Taxes	7,819	14,152			21,971
State shared revenues	57,728				57,728
Special assessment	18,344				18,344
Due from other funds	8,913	6		300	9,219
Total assets	\$ 1,414,767	\$ 397,013	\$ 349,480	\$ 80,776	\$ 2,242,036
LIABILITIES					
Accounts payable	\$ 15,395	\$	\$	\$	\$ 15,395
Accrued wages	17,709				17,709
Due to others	600				600
Due to other funds	306			6,464	6,770
Unearned revenues <i>ARPA</i>	9,685		349,480		359,165
Total liabilities	43,695		349,480	6,464	399,639
DEFERRED INFLOWS					
Unavailable revenue	18,344				18,344
FUND BALANCES					
Restricted for:					
Roads		287,013			287,013
Cemetery				62,029	62,029
Committed for:					
Cemetery				7,433	7,433
Assigned for future budget deficits		110,000		4,850	114,850
Unassigned	1,352,728				1,352,728
Total fund balances	1,352,728	397,013		74,312	1,824,053
Total liabilities, deferred inflows and fund balances	\$ 1,414,767	\$ 397,013	\$ 349,480	\$ 80,776	\$ 2,242,036

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

TOWNSHIP OF CONWAY

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION
OF GOVERNMENTAL ACTIVITIES
MARCH 31, 2023

Total fund balance per balance sheet		\$ 1,824,053
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		
Historical cost	\$ 938,928	
Depreciation	<u>(428,996)</u>	
Capital assets, net of depreciation		509,932
Assessments not collected are reported as unavailable revenue in the the fund statements, and are reported as income as levied in the Statement of Activities		
		<u>18,344</u>
Net position of governmental activities		<u><u>\$ 2,352,329</u></u>

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

TOWNSHIP OF CONWAY

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED MARCH 31, 2023**

	General Fund	Road Fund	ARPA Fund	Nonmajor Fund - Cemetery	Total
REVENUES					
Taxes	\$ 116,033	\$ 275,654	\$	\$	\$ 391,687
Licenses and permits	11,214				11,214
State revenues	397,374				397,374
Special assessments	16,787				16,787
Charges for services	70,025			5,122	75,147
Interest and rent	9,574	851		131	10,556
Grant revenue			5,925		5,925
Miscellaneous	5,620				5,620
Total revenues	626,627	276,505	5,925	5,253	914,310
EXPENDITURES					
Current:					
General government	496,632		1,075		497,707
Public safety	6,135				6,135
Public works	49,360	263,363			312,723
Cemetery	294			9,066	9,360
Recreation	18,963				18,963
Capital outlay					
General government			4,850		4,850
Cemetery				15,750	15,750
Total expenditures	571,384	263,363	5,925	24,816	865,488
Excess of revenues over (under) expenditures	55,243	13,142		(19,563)	48,822
OTHER FINANCING SOURCES (USES)					
Transfers in				30,000	30,000
Transfers (out)	(30,000)				(30,000)
Total other financing sources (uses)	(30,000)			30,000	
Net change in fund balance	25,243	13,142		10,437	48,822
FUND BALANCE, APRIL 1, 2022	1,327,485	383,871		63,875	1,775,231
FUND BALANCE, MARCH 31, 2023	\$ 1,352,728	\$ 397,013	\$	\$ 74,312	\$ 1,824,053

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

TOWNSHIP OF CONWAY

**RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED MARCH 31, 2023**

Net change in fund balances - governmental funds \$ 48,822

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

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

Capital outlay	\$ 20,600	
Depreciation expense	(36,881)	
Net capital assets		(16,281)

Assessment not collected are reported as deferred revenue in the
fund statements, and are reported as income
levied in the Statement of Activities.

New assessments issued during the year	34,395	
Principal collected during the year	(16,051)	
Net special assessment activity		18,344

Change in net position of governmental activities \$ 50,885

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

TOWNSHIP OF CONWAY
STATEMENT OF ASSETS AND LIABILITIES
FIDUCIARY FUND
MARCH 31, 2023

	<u>Current Tax Fund</u>
ASSETS	
Cash and investments	\$ <u>3,756</u>
LIABILITIES	
Due to other funds	\$ 2,449
Due to others	<u>1,307</u>
Total liabilities	<u>\$ 3,756</u>

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

NOTES TO FINANCIAL STATEMENTS

TOWNSHIP OF CONWAY

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

A. BASIC FINANCIAL STATEMENTS

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

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

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

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

Also, part of the basic financial statements are fund financial statements for the governmental funds. The focus of the fund financial statements is on major funds, as defined by GASB Statement No. 34. Although this reporting model sets forth minimum criteria for determination of major funds (a percentage of assets, liabilities, revenues, or expenditures of fund category and of the governmental funds combined), it also gives governments the option of displaying other funds as major funds. Other nonmajor funds are combined in a single column on the fund financial statements.

TOWNSHIP OF CONWAY

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The Township reports the following major governmental funds:

- The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The Road Fund accounts for the activity associated with the expenditures for various road projects. This fund is supported by property taxes approved from a separate millage.
- The American Rescue Plan Act Fund (ARPA Fund) accounts for receiving and spending the federal grants applicable to the American Rescue Act Plan.

B. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

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

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

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

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

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

TOWNSHIP OF CONWAY

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. BUDGETARY DATA

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

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

Expenditures exceeded budgeted appropriations in activities in the General Fund.

D. PROPERTY TAXES

The Township property tax is levied each December 1 on the taxable valuation of property located in the Township as of the preceding December 31. Taxable values are established annually by the county and are equalized by the state. Real and personal property in the Township for the 2022 levy was assessed at an adjusted taxable value of \$141,463,881. Taxes are due and payable by February 28. Delinquent real property taxes are returned to the County Treasurer for collection.

The Township levied the following millage for 2022:

General Township	0.8201
Roads	<u>1.9483</u>
Total levy	<u>2.7684</u>

E. CAPITAL ASSETS

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

Capital assets are defined as assets with an initial, individual cost of more than \$1,000 and an estimated useful life greater than one year. Land is considered a capital asset regardless of initial cost. Capital assets are recorded at cost. Donated capital assets are recorded at the estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major improvements are capitalized and depreciated over the remaining useful lives of the related capital assets.

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

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

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

TOWNSHIP OF CONWAY

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. MANAGEMENT ESTIMATES

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

G. OTHER FINANCING SOURCES (USES)

The following activities are considered other financing sources (uses):

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

H. FUND EQUITY

Under GASB Statements in the fund financial statements, governmental funds report the following components of fund balance:

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

I. DEFERRED OUTFLOW AND DEFERRED INFLOW

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

These separate financial statement elements, which meet the definition of deferred outflow and inflow, are no longer considered assets or liabilities.

TOWNSHIP OF CONWAY

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

Deferred outflows of resources represent a consumption of net position that applies to a future period. These elements will not be recognized as an expense and (or) expenditure until the time restriction is met. For the year ended March 31, 2023, the Township had no items that met the definition of being a deferred outflow of resources.

Deferred inflows of resources represent an acquisition of net position that applies to a future period. The element will not be recognized as revenue until the time restriction is met.

The Township had one transaction type which consisted of elements considered to be a deferred inflow of resources. The transaction type listed as deferred inflow of resources is unavailable revenues related to special assessments receivable, which are generally collected over a five-year period. Since the revenues were unavailable (not collectible within 60 days of the end of the year) until a future period, they are considered deferred inflows of resources.

NOTE 2 - FINANCIAL REPORTING ENTITY

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

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

TOWNSHIP OF CONWAY

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023**

NOTE 3 - CAPITAL ASSETS

Capital asset activity for the year ended March 31, 2023 was as follows:

	<u>Balance 4/1/2022</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 3/31/2023</u>
Capital assets not being depreciated:				
Deposit on furniture	\$	\$ 4,850	\$	\$ 4,850
Land	39,637			39,637
Total capital assets not being depreciated	<u>39,637</u>	<u>4,850</u>		<u>44,487</u>
Depreciable capital assets:				
Buildings and Improvements	760,060	15,750		775,810
Machinery and equipment	118,631			118,631
Total depreciable capital assets	<u>878,691</u>	<u>15,750</u>		<u>894,441</u>
Total capital assets	918,328	20,600		938,928
Accumulated depreciation	(392,115)	(36,881)		(428,996)
Net total capital assets for governmental activities	<u>\$ 526,213</u>	<u>\$ (16,281)</u>	<u>\$</u>	<u>\$ 509,932</u>

The deposit on furniture represents a 50% deposit on new office furniture.

There is no debt related to these assets. All depreciation is charged to the general government activity.

NOTE 4 - TAX ABATEMENT

The Governmental Accounting Standards Board (GASB) adopted GASB Statement 77 – Tax Abatement Disclosures, requiring that state and local governments disclose any agreements relating to the abatement of property taxes, effective for fiscal years ending December 31, 2016 and thereafter.

The Township of Conway has not made any commitments or agreements to abate property taxes. The Township is not subject to any tax abatement agreements entered into by other governmental entities.

NOTE 5 - INTERFUND RECEIVABLES AND PAYABLES AND TRANSFERS

All interfund balances are short-term in nature. Interfund balances will be collected and paid during the next reporting period. These amounts are reported as current assets/liabilities in the governmental balance sheets. The amounts of interfund receivables and payables are as follows:

<u>Interfund Receivable</u>	<u>Interfund Payable</u>	<u>Amount</u>
General Fund	Cemetery Fund	\$ 6,464
General Fund	Tax Fund	2,449
Cemetery Fund	General Fund	300
Road Fund	General Fund	6
Totals		<u>\$ 9,219</u>

TOWNSHIP OF CONWAY

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023**

NOTE 5 - INTERFUND RECEIVABLES AND PAYABLES AND TRANSFERS (continued)

The following interfund transfers were made during the year ended March 31, 2023 in order to segregate cash for future projects and cash flow purposes.

Transfer Out	Transfer In	Amount
General Fund	Cemetery Fund	\$ 30,000

NOTE 6 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS

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

The investment policy adopted by the board is in accordance with Public Act 196 of 1997 which is summarized in the preceding paragraph.

As of March 31, 2023 deposits and investments consist of the following:

Deposits	
Checking	\$ 1,524,910
Savings	252,482
Money Market	437,394
Certificates of deposit	236,323
Total deposits	\$ 2,451,109

Deposits and investments are presented in the financial statements in the following areas:

Statement of Net Position	
Cash	\$ 2,134,774
Fiduciary Fund	
Cash	3,756
Total deposits	\$ 2,138,530

The carrying amount of cash and investments is stated at \$2,138,530 as of March 31, 2023. The difference between the carrying amounts and amounts mentioned above stem from outstanding checks, and deposits in transit.

TOWNSHIP OF CONWAY

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023

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

Deposits - Custodial Credit Risk

This is the risk that in the event of a bank failure, the Township will be able to recover its deposits. The Township has a deposit policy for custodial credit risk. The Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

As of March 31, 2023, deposits in banks were exposed to custodial credit risk as follows:

Insured by FDIC	\$ 1,426,199
Uninsured and uncollateralized	<u>1,024,910</u>
Total deposits	<u>\$ 2,451,109</u>

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

NOTE 7 - RISK MANAGEMENT

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

NOTE 8 - SUBSEQUENT EVENTS

Subsequent events have been evaluated through September 19, 2023, which is the date the financial statements were available to be issued.

Management has determined that the Township does not have any material recognizable or non-recognizable events.

TOWNSHIP OF CONWAY

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2023**

NOTE 9 – RECENTLY IMPLEMENTED GASB PRONOUNCEMENTS

GASB 87 - LEASES

The Governmental Accounting Standards Board (GASB) issued GASB Standard No. 87, Leases to improve the accounting and financial reporting of leases by governments. This standard requires the recognition of lease assets and liabilities for leases that were previously classified as operating leases and recognized as inflows and outflows of resources based on the payment provisions of the contract. This standard will require a lessee to recognize a lease liability and right-to-use lease asset and a lessor to recognize a lease receivable and a deferred inflow of resources.

The Township implemented Standard No. 87 on April 1, 2022. The implementation did not have a significant impact on the Township's financial statements.

NOTE 10 – UPCOMING GASB PRONOUNCEMENTS

In May 2020, the Governmental Accounting Standards Board issued Statement No. 96, Subscription Based Information Technology Arrangements (SBITAs), which defines SBITAs and provides accounting and financial reporting for SBITAs by governments. This Statement requires a government to recognize a subscription liability and an intangible right-to-use subscription asset for SBITAs. The Township is currently evaluating the impact this Standard will have on the financial statements when adopted. The provisions of this Statement are effective for the Township's financial statements for the year ending March 31, 2024.

In June 2022, the Governmental Accounting Standards Board issued Statement No. 100, Accounting Changes and Error Corrections - an amendment of GASB Statement No. 62. This Statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The Township is currently evaluating the impact this Standard will have on the financial statements for the year ending March 31, 2025.

In June 2022, the Governmental Accounting Standards Board issued Statement No. 101, Compensated Absences, which updates the recognition and measurement guidance for compensated absences under a unified model. This Statement requires that liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means and establishes guidance for measuring a liability for leave that has not been used. It also updates disclosure requirements for compensated absences. The provisions of this Statement are effective for the Township's financial statements for the year ending March 31, 2025.

REQUIRED SUPPLEMENTARY INFORMATION

TOWNSHIP OF CONWAY

GENERAL FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2023**

	Budgets		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
REVENUES				
Taxes	\$ 120,000	\$ 120,000	\$ 116,033	\$ (3,967)
Licenses and permits	8,040	8,040	11,214	3,174
State revenues	343,130	343,130	397,374	54,244
Special assessments			16,787	16,787
Charges for services	41,700	67,809	70,025	2,216
Interest and rent	5,350	5,350	9,574	4,224
Miscellaneous	1,700	1,700	5,620	3,920
Total revenues	519,920	546,029	626,627	80,598
EXPENDITURES				
Township board	5,554	5,554	5,597	(43)
Supervisor	26,321	26,321	25,113	1,208
Clerk	54,212	54,212	54,135	77
Board of review	2,500	2,500	540	1,960
Treasurer	43,789	43,789	39,477	4,312
Assessor	39,900	39,900	39,606	294
Elections	16,500	16,500	11,057	5,443
Building and grounds	81,300	81,300	57,788	23,512
Professional fees	103,500	103,500	120,026	(16,526)
Spring cleanup	5,000	5,000	4,073	927
Miscellaneous	11,000	11,000	10,761	239
Planning and zoning	20,800	20,800	23,912	(3,112)
Unallocated	42,100	68,209	73,197	(4,988)
Public safety	11,350	11,350	6,135	5,215
Public works	50,000	50,000	80,710	(30,710)
Cemetery	5,000	5,000	294	4,706
Recreation	50,950	50,950	18,963	31,987
Total expenditures	569,776	595,885	571,384	24,501
Excess of revenues over (under) expenditures	(49,856)	(49,856)	55,243	105,099
OTHER FINANCING SOURCES (USES)				
Transfer in				
Transfers (out)	(30,000)	(30,000)	(30,000)	
Total other financing sources (uses)	(30,000)	(30,000)	(30,000)	
Net change in fund balance	(79,856)	(79,856)	25,243	105,099
FUND BALANCE, APRIL 1, 2022	1,327,485	1,327,485	1,327,485	
FUND BALANCE, MARCH 31, 2023	\$ 1,247,629	\$ 1,247,629	\$ 1,352,728	\$ 105,099

TOWNSHIP OF CONWAY

ROAD FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2023**

	<u>Budgets</u>		<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Taxes	\$ 160,000	\$ 160,000	\$ 275,654	\$ 115,654
Interest and rent	150	150	851	701
Total revenues	160,150	160,150	276,505	116,355
EXPENDITURES				
Public works	295,940	295,940	263,363	32,577
Net change in fund balance	(135,790)	(135,790)	13,142	148,932
FUND BALANCE, APRIL 1, 2022	383,871	383,871	383,871	
FUND BALANCE, MARCH 31, 2023	<u>\$ 248,081</u>	<u>\$ 248,081</u>	<u>\$ 397,013</u>	<u>\$ 148,932</u>

TOWNSHIP OF CONWAY

ARPA FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2023**

	<u>Budgets</u>		<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Grant revenue	\$ 189,687	\$ 189,687	\$ 5,925	\$ (183,762)
EXPENDITURES				
Capital outlay			4,850	
Miscellaneous			1,075	
Total expenditures		189,687	5,925	183,762
Net change in fund balance	189,687			
FUND BALANCE, APRIL 1, 2022				
FUND BALANCE, MARCH 31, 2023	<u>\$ 189,687</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>

TOWNSHIP OF CONWAY

**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED MARCH 31, 2023**

Budget Overruns

The following expenditures exceeded appropriations in the General Fund

	Final Budget	Actual Expenditures	Variance (Unfavorable)
General Fund			
Township Board	\$ 5,554	\$ 5,597	\$ (43)
Professional fees	103,500	120,026	(16,526)
Planning and Zoning	20,800	23,912	(3,112)
Unallocated	68,209	73,197	(4,988)
Public Works	50,000	80,710	(30,710)
Total	\$ 248,063	\$ 303,442	\$ (55,379)

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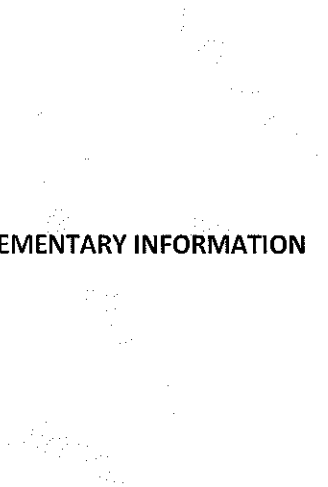
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SUPPLEMENTARY INFORMATION

Supplementary Information



COMBINING STATEMENTS

TOWNSHIP OF CONWAY

**FUNDS INCLUDED IN GASB 54 CONSOLIDATION
COMBINING BALANCE SHEETS
MARCH 31, 2023**

	General Fund	Trust and Agency Fund	Total
ASSETS			
Cash and investments	\$ 1,312,278	\$ 9,685	\$ 1,321,963
Receivables:			
Taxes	7,819		7,819
State shared revenue	57,728		57,728
Special assessment	18,344		18,344
Due from other funds	8,913		8,913
Total assets	\$ 1,405,082	\$ 9,685	\$ 1,414,767
LIABILITIES			
Accounts payable	\$ 15,395	\$	\$ 15,395
Accrued expenditures	17,709		17,709
Due to other funds	306		306
Due to others	600		600
Unearned revenues		9,685	9,685
Total liabilities	34,010	9,685	43,695
DEFERRED INFLOWS			
Unavailable revenue	18,344		18,344
FUND BALANCE	1,352,728		1,352,728
Total liabilities, deferred inflows and fund balance	\$ 1,405,082	\$ 9,685	\$ 1,414,767

TOWNSHIP OF CONWAY

**FUNDS INCLUDED IN GASB 54 CONSOLIDATION
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED MARCH 31, 2023**

	General Fund	Trust and Agency Fund	Total
REVENUES			
Taxes	\$ 116,033	\$	\$ 116,033
Licenses and permits	11,214		11,214
State revenues	397,374		397,374
Special assessment	16,787		16,787
Charges for services	43,916	26,109	70,025
Interest and rent	9,574		9,574
Miscellaneous revenues	5,620		5,620
Total revenues	600,518	26,109	626,627
EXPENDITURES			
Township board	5,597		5,597
Supervisor	25,113		25,113
Clerk	54,135		54,135
Board of review	540		540
Treasurer	39,477		39,477
Assessor	39,606		39,606
Elections	11,057		11,057
Building and grounds	57,788		57,788
Professional fees	120,026		120,026
Spring cleanup	4,073		4,073
Miscellaneous	10,761		10,761
Planning and zoning	23,912		23,912
Unallocated	47,088	26,109	73,197
Public safety	6,135		6,135
Public works	80,710		80,710
Cemetery	294		294
Recreation	18,963		18,963
Total expenditures	545,275	26,109	571,384
Excess of revenues over (under) expenditures	55,243		55,243
OTHER FINANCING SOURCES (USES)			
Transfers (out)	(30,000)		(30,000)
Total other financing sources (uses)	(30,000)		(30,000)
Net change in fund balance	25,243		25,243
FUND BALANCE, APRIL 1, 2022	1,327,485		1,327,485
FUND BALANCE, MARCH 31, 2023	\$ 1,352,728	\$	\$ 1,352,728

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INDIVIDUAL FUNDS

GENERAL FUND (PRE GASB 54 RESTATEMENT)

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

TOWNSHIP OF CONWAY

GENERAL FUND (PRE GASB 54 RESTATEMENT)
BALANCE SHEET
MARCH 31, 2023

ASSETS

Cash and investments	\$ 1,312,278
Receivables:	
Taxes	7,819
State shared revenue	57,728
Special assessments	18,344
Due from other funds	8,913
	<hr/>
Total assets	\$ 1,405,082

LIABILITIES

Accounts payable	\$ 15,395
Accrued wages	17,709
Due to other funds	306
Due to others	600
	<hr/>
Total liabilities	34,010

DEFERRED INFLOWS

Unavailable revenue	18,344
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FUND BALANCE

	<hr/>
	1,352,728

Total liabilities, deferred inflows and fund balance	\$ 1,405,082
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TOWNSHIP OF CONWAY

**GENERAL FUND (PRE GASB 54 RESTATEMENT)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2023**

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Taxes	\$ 120,000	\$ 116,033	\$ (3,967)
Licenses and permits	8,040	11,214	3,174
State revenues	343,130	397,374	54,244
Special assessments	0	16,787	
Charges for services	41,700	43,916	2,216
Interest and rent	5,350	9,574	4,224
Miscellaneous revenues	1,700	5,620	3,920
Total revenues	519,920	600,518	80,598
EXPENDITURES			
Township board	5,554	5,597	(43)
Supervisor	26,321	25,113	1,208
Clerk	54,212	54,135	77
Board of review	2,500	540	1,960
Treasurer	43,789	39,477	4,312
Assessor	39,900	39,606	294
Elections	16,500	11,057	5,443
Building and grounds	81,300	57,788	23,512
Professional fees	103,500	120,026	(16,526)
Spring cleanup	5,000	4,073	927
Miscellaneous	11,000	10,761	239
Planning and zoning	20,800	23,912	(3,112)
Unallocated	42,100	47,088	(4,988)
Public safety	11,350	6,135	5,215
Public works	50,000	80,710	(30,710)
Cemetery	5,000	294	4,706
Recreation	50,950	18,963	31,987
Total expenditures	569,776	545,275	24,501
Excess of revenues over (under) expenditures	(49,856)	55,243	105,099
OTHER FINANCING SOURCES (USES)			
Transfer in		-	
Transfers (out)	(30,000)	(30,000)	
Total other financing sources (uses)	(30,000)	(30,000)	
Net change in fund balance	(79,856)	25,243	105,099
FUND BALANCE, APRIL 1, 2022	1,327,485	1,327,485	
FUND BALANCE, MARCH 31, 2023	\$ 1,247,629	\$ 1,352,728	\$ 105,099

TOWNSHIP OF CONWAY

**GENERAL FUND (PRE GASB 54 RESTATEMENT)
STATEMENT OF REVENUES - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2023**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
TAXES	\$ 120,000	\$ 116,033	\$ (3,967)
LICENSES AND PERMITS	8,040	11,214	3,174
STATE REVENUES			
State shared revenues	343,130	396,642	53,512
Personal property reimbursement		732	732
Total state revenues	<u>343,130</u>	<u>397,374</u>	<u>54,244</u>
SPECIAL ASSESSMENTS		16,787	16,787
CHARGES FOR SERVICES	41,700	43,916	2,216
INTEREST AND RENT			
Interest income	3,850	7,099	3,249
Rent	1,500	2,475	975
Total interest and rent	<u>5,350</u>	<u>9,574</u>	<u>4,224</u>
MISCELLANEOUS REVENUES			
Metro act		4,594	4,594
Miscellaneous	1,700	1,026	(674)
Total miscellaneous revenues	<u>1,700</u>	<u>5,620</u>	<u>3,920</u>
Total revenues	<u>\$ 519,920</u>	<u>\$ 600,518</u>	<u>\$ 80,598</u>

TOWNSHIP OF CONWAY

GENERAL FUND (PRE GASB 54 RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2023

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
GENERAL GOVERNMENT			
Township Board			
Salaries	\$ 4,704	\$ 4,541	\$ 163
FOIA Coordinator	350	1,056	(706)
Total township board	<u>5,554</u>	<u>5,597</u>	<u>(43)</u>
Supervisor			
Salary	24,321	24,320	1
Seminars and training	2,000	793	1,207
Total supervisor	<u>26,321</u>	<u>25,113</u>	<u>1,208</u>
Clerk			
Salary	27,712	27,712	
Deputy clerk	20,000	19,170	830
Seminars and training	6,500	7,253	(753)
Total clerk	<u>54,212</u>	<u>54,135</u>	<u>77</u>
Board of review	<u>2,500</u>	<u>540</u>	<u>1,960</u>
Treasurer			
Salary	25,609	25,609	
Deputy treasurer	12,480	11,241	1,239
Chargebacks	200	90	110
Seminars and training	5,000	2,497	2,503
Other	500	40	460
Total treasurer	<u>43,789</u>	<u>39,477</u>	<u>4,312</u>
Assessor			
Contracted services	<u>39,900</u>	<u>39,606</u>	<u>294</u>

TOWNSHIP OF CONWAY

GENERAL FUND (PRE GASB 54 RESTATEMENT)
 STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued
 FOR THE YEAR ENDED MARCH 31, 2023

	Budget	Actual	Variance Favorable (Unfavorable)
Elections			
Salaries	7,500	4,914	2,586
Supplies	2,500	1,414	1,086
Printing and publishing	1,500	198	1,302
Equipment maintenance	5,000	4,531	469
Total elections	16,500	11,057	5,443
Building and grounds			
Office equipment	25,000	27,125	(2,125)
Salaries	800	1,365	(565)
Grounds maintenance	4,500	3,650	850
Internet/telephone	15,000	10,445	4,555
Utilities	5,500	5,406	94
Building maintenance	10,000	9,787	213
Parking lot	500	10	490
Total building and grounds	81,300	57,788	23,512
Professional fees	103,500	120,026	(16,526)
Spring cleanup	5,000	4,073	927
Miscellaneous			
Insurance and bonds	11,000	10,761	239
Planning and zoning			
Salaries	18,500	21,650	(3,150)
Seminars and training	2,300	2,262	38
Total planning and zoning	20,800	23,912	(3,112)

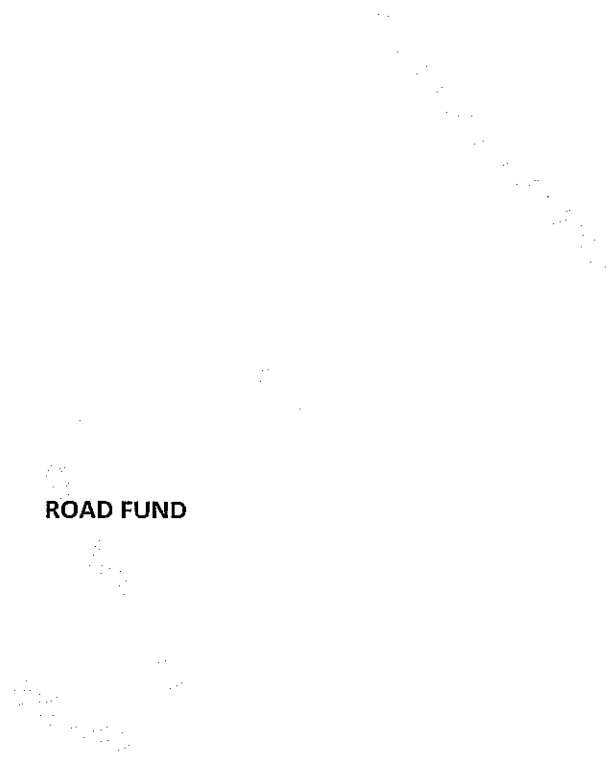
TOWNSHIP OF CONWAY

GENERAL FUND (PRE GASB 54 RESTATEMENT)
 STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued
 FOR THE YEAR ENDED MARCH 31, 2023

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Unallocated			
Receptionist salary	100	999	(899)
Payroll taxes	12,000	14,366	(2,366)
Payroll processing	2,000	2,734	(734)
Supplies	3,500	1,887	1,613
Memberships and dues	6,500	6,813	(313)
Appropriation for Senior Center	2,000	2,000	
Printing and publishing	7,500	7,908	(408)
Postage	5,500	6,364	(864)
Mileage	3,000	3,100	(100)
Other	0	917	(917)
Total unallocated	<u>42,100</u>	<u>47,088</u>	<u>(4,988)</u>
TOTAL GENERAL GOVERNMENT	<u>452,476</u>	<u>439,173</u>	<u>13,303</u>
PUBLIC SAFETY			
Police salaries contribution	10,000	5,150	4,850
Fire Authority representative	1,350	985	365
TOTAL PUBLIC SAFETY	<u>11,350</u>	<u>6,135</u>	<u>5,215</u>
PUBLIC WORKS			
Drains	50,000	49,360	640
Road maintenance		31,350	(31,350)
Total public works	<u>50,000</u>	<u>80,710</u>	<u>(30,710)</u>
CEMETERY	<u>5,000</u>	<u>294</u>	<u>4,706</u>
RECREATION	<u>50,950</u>	<u>18,963</u>	<u>31,987</u>
TOTAL EXPENDITURES	<u>\$ 569,776</u>	<u>\$ 545,275</u>	<u>\$ 24,501</u>

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ROAD FUND



TOWNSHIP OF CONWAY

ROAD FUND
BALANCE SHEET
MARCH 31, 2023

ASSETS

Cash and investments	\$ 382,855
Due from other funds	6
Receivables:	
Taxes	<u>14,152</u>

Total assets

\$ 397,013

FUND BALANCE

\$ 397,013

TOWNSHIP OF CONWAY

ROAD FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED MARCH 31, 2023**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Taxes	\$ 160,000	\$ 275,654	\$ 115,654
Interest income	150	851	701
	<hr/>	<hr/>	<hr/>
Total revenues	160,150	276,505	116,355
 EXPENDITURES			
Public works	295,940	263,363	32,577
	<hr/>	<hr/>	<hr/>
Net change in fund balance	(135,790)	13,142	148,932
 FUND BALANCE, APRIL 1, 2022	<hr/> 383,871	<hr/> 383,871	<hr/>
 FUND BALANCE, MARCH 31, 2023	<hr/> <u>\$ 248,081</u>	<hr/> <u>\$ 397,013</u>	<hr/> <u>\$ 148,932</u>

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ARPA FUND

TOWNSHIP OF CONWAY

ARPA FUND
BALANCE SHEET
MARCH 31, 2023

ASSETS

Cash and investments

\$ 349,480

LIABILITIES

Unearned revenue

\$ 349,480

TOWNSHIP OF CONWAY

ARPA FUND
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 FOR THE YEAR ENDED MARCH 31, 2023

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Grant revenue	\$ 189,687	\$ 5,925	\$ (183,762)
EXPENDITURES			
Capital outlay		4,850	
Miscellaneous		1,075	
Total Expenditures	<u>189,687</u>	<u>5,925</u>	<u>183,762</u>
Net change in fund balance			
FUND BALANCE, APRIL 1, 2022	<u> </u>	<u> </u>	<u> </u>
FUND BALANCE, MARCH 31, 2023	<u><u>\$ </u></u>	<u><u>\$ </u></u>	<u><u>\$ </u></u>

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CEMETERY FUND

11/15/2023

11/15/2023

11/15/2023

TOWNSHIP OF CONWAY

CEMETERY FUND
BALANCE SHEET
MARCH 31, 2023

ASSETS

Cash	\$ 80,476
Due from other funds	<u>300</u>

Total assets	<u>\$ 80,776</u>
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LIABILITIES

Due to other funds	\$ 6,464
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FUND BALANCE

<u>74,312</u>

Total liabilities and fund balance	<u>\$ 80,776</u>
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TOWNSHIP OF CONWAY

CEMETERY FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED MARCH 31, 2023

REVENUES

Charges for services	\$ 5,122
Interest income	<u>131</u>
Total revenues	5,253

EXPENDITURES

Cemetery maintenance	<u>24,816</u>
Excess of revenues over (under) expenditures	(19,563)

OTHER FINANCING SOURCES (USES)

Transfers in	<u>30,000</u>
Net change in fund balance	10,437

FUND BALANCE, APRIL 1, 2022 63,875

FUND BALANCE, MARCH 31, 2023 \$ 74,312

I have some questions regarding items found in today's packet along with some follow up concerns from previous meetings:

1. Can you please provide an update regarding the email I sent on September 26th requesting for confirmation that the resolution passed at the 9/19/23 meeting was signed and delivered to all the appropriate State of Michigan Representatives?
2. Can you provide clarification on the 11 checks shown in this month's Check Detail in the amount of \$47.77 each coded to the Due to Others account?
3. Can you provide an update on the timeline for the BS&A software conversion?
4. Will BS&A reporting provide better monthly reports that will exhibit Township transparency related to our financial statements? For instance:
 - a. Account Reconciliations are provided each month, but I have noticed in other townships that a break down by fund is published. The reporting Conway is providing each month does provide the details for some of the bank accounts, like the investments. A total of our financial position is also not presented. Based on these reports does the Township have \$1,433,777.88 in assets as of 9/30/23? Can you publish a balance sheet?
 - b. As I have stated in the past, the report Profit and Loss Budget vs Actual is very misleading as the report date selected is April 2023 through March 2024. This mean the expenses are through the date that entries exist in QuickBooks (which is unknown to us based on the report), but the budget includes all twelve months. This presents as if the Township is mostly under budget when in fact there is no way to determine that through the actual expense vs the actual budget for that same time period.
 - c. Page 3 of that report included in this month's packet has an error under Cemetery Repair & Maintenance Acct 276.930 – The actual expenses show \$2,400, the budget column shows zero, but somehow the \$ Over Budget is also zero. I am not sure how this is even possible in QuickBooks.
5. Planners – This packet includes a motion to approve CIB as our planner. This is no surprise as two board members have mentioned in many past meetings that this was the route they wanted to take. I would encourage the board to discuss the option of McKenna as they are \$20.00 per hour less then CIB. We just paid CIB over \$30K last year for an ordinance that did not represent the interests of this township. Why would we move forward with a company that did not meet our needs and pay them \$20.00 more per hour?
6. Attorney – I noticed from an invoice that we are currently paying Cooper & Riesterer \$215.00 per hour. Their hourly rate appears to have been changed in February of this year up from \$195.00. As I pointed out several times in the past, when were paying them \$195.00 we were paying \$30.00 more per hour then Cohoctah for the same services. Now we are paying an additional \$20.00 more per hour. I am wondering when this engagement is evaluated. As far back in previous board meeting packets as I can review, this law firm has been our municipal attorney. On many occasions over the past year, we have witnessed that Ms. Cooper does not always provide information as needed at meetings that she is being paid to attend. There was a meeting at the end of last year that she deferred to Foster & Swift on an Open Meetings Act questions, a Conway Board meeting to discuss Township Policies that she did not have the most

current policies (that she prepares), and two Planning Commission meetings ago two of the commissioners were disagreeing about a matter related to AUDs. She never spoke up or offered any insight from a legal perspective. Is she just paid to attend? Sometimes long-standing engagements can lead to complacency. These provided examples would lead me to believe this has already happened. When funds are proposed to be spent in other areas of the Township, those items are discussed and voted on at a public meeting. What is the policy for standing engagements where the price paid per hour can apparently creep up and the board does not have a formal discussion or vote to evaluate those services?

7. Auditors Identified Internal Control Deficiency – The auditors reports states “The Township does not have the proper segregation of duties over cash receipts and disbursements, accounts receivable, and accounts payable”. They recommend that management review the current assignment of accounting functions. The report states that Management believes that the cost of hiring additional personnel will not substantiate the conceived benefits. The packet this month includes an email written by Susie Egbert and a motion for the Trustee to review and confirm receipt, initial, sign, and date each bank statement after reviewing and provide a notation of it being reviewed. I am requesting that you provide more detail on this process. Does the trustee review the bank statement with all supporting documentation related to each item on the bank statement? Does the trustee receive cancelled checks, deposit detail, a general ledger report showing account classification, and corresponding invoices related to payments? What exactly is the trustee attesting to? Additionally, with the Clerk and Treasurer both having deputies, how is there not enough staff to segregate duties?

Sarah K Porter



Sarah Porter <sporter0307@gmail.com>

Resolution - Local Control

1 message

Sarah Porter <sporter0307@gmail.com>

Tue, Sep 26, 2023 at 10:11 AM

To: Trustee 2 - Conway Township <trustee2@conwaymi.gov>, Trustee 1 - Conway Township <trustee1@conwaymi.gov>, Deb Grubb <treasurer@conwaymi.gov>, Bill Grubb <supervisor@conwaymi.gov>, Elizabeth Whitt <clerk@conwaymi.gov>

Bcc: Sarah Porter <sporter0307@gmail.com>

Can you please provide the status of the resolution passed at the 9/19/23 Board meeting regarding maintaining local control? Will the resolution require publication in the News and Views? Additionally, has it been emailed or mailed to the following officials?

Thank you in advance,
Sarah

Sean McCann, Senate chair, ENERGY and ENVIRONMENT COMMITTEE

SenSMcCann@senate.michigan.gov

Senator Sean McCann

Post Office Box 30036

Lansing, MI 48909-7536

Dan Lauers, vice chair ENERGY and ENVIRONMENT COMMITTEE <https://www.senatorndanlauwers.com/contact/>Senator Dan Lauers
P.O. Box 30036
Lansing, MI 48909-7536

Helena Scott, chair ENERGY, COMMUNICATIONS, and TECHNOLOGY COMMITTEE

helenascott@house.mi.gov

Helena Scott
Michigan House of Representatives

P.O. Box 30014

Lansing, MI 48909-7514

Tyrone Carter, chair REGULATORY REFORMtyronecarter@house.mi.gov
He chaired the committee discussing Aggregate Mining (gravel pits)Tyrone Carter
Michigan House of Representatives

P.O. Box 30014

Lansing, MI 48909-7514

Robert Bezotte
robertbezotte@house.mi.gov
N-899 House Office Building
PO Box 30014
Lansing MI 48909

Lana Theis
7400 Binsfeld
P.O. Box 30036
Lansing, MI 48909-7536
senltheis@senate.michigan.gov

Abraham Aiyash (sponsor of the "takeover" bill)

abrahamaiyash@house.mi.gov

Abraham Aiyash
Michigan House of Representatives
P.O. Box 30014
Lansing, MI 48909-7514

Governor Gretchen Whitmer

<https://sombgovweb.state.mi.us/GovRel.../ContactGovernor.aspx>

Governor Gretchen Whitmer
P.O. Box 30013
Lansing, Michigan 48909

When you go to Governor Whitmore's page, there will be a place for you to attach a file. (the resolution)

TYRONE TOWNSHIP TREASURER'S REPORT

TD Period ending September, 2023

TOWNSHIP FUNDS	Interest Ckg	INVESTMENTS ICS	Int Rate	MICHIGAN CLASS	Int Rate Monthly AVG	FLG PEG CD matures 8/9/23	Int rate	Grand Totals Each Fund
General 101	\$935,527.81	\$ 4,956,988.56	2.99%					\$ 5,892,516.37
Tech Fund 141	\$51,781.85	\$ 5,000.00	2.99%					\$56,781.85
Building & Site 145	\$133,660.17	\$ 107,500.00	2.99%					\$241,160.17
Parks/Recreation 208	\$5,934.23		0.40%					\$5,934.23
Liquor Control 212			0.40%					\$0.00
Road 245	\$151,854.43	\$ 544,224.80	2.22%	\$276,824.05	4.85%			\$ 972,903.28
Revolving 246	\$249,966.26	\$ 97,500.00	0.40%	\$203,356.98	4.85%			\$ 550,823.24
Right of Way 259	\$40,042.46		0.40%					\$40,042.46
Peg 274	\$230,869.35					\$ 200,213.75	2.70%	\$431,083.10
Lk Tyrone Grant 281			0.40%					\$0.00
Special Assessments								
Jayne Hill Lts 218	\$729.26		0.40%					\$729.26
Walnut Shores Lts 219	\$702.32		0.40%					\$702.32
Shannon Glen Rubblsh 225	\$3,833.27							\$3,833.27
Jayne Hill Rubblsh Removal 226	\$14,265.30		0.40%					\$14,265.30
Apple Orchard Rubblsh Removal 230	\$4,429.54							\$4,429.54
Great Oaks Dr 232	\$11,709.16		0.40%					\$11,709.16
Laural Springs Rubblsh removal 233	\$5,747.00							\$5,747.00
Silver Lake Rubblsh Removal 234	\$5,061.28							\$5,061.28
Parkin Lane Snow 238	\$15,286.64		0.40%					\$15,286.64
Account Totals	\$1,861,400.33	\$ 5,711,213.36		\$480,181.03		\$ 200,213.75		\$ 8,253,008.47
Health Flex Spending 101		The State Bank						Health Flex Total
FSA Account (\$10K Loan to Open)		\$ 11,934.94	0.00%					\$ 11,934.94
								\$ 11,934.94
Public Safety- 205								Public Safety Total
Public Safety 205 - State Bank checking		\$ 269,710.43	0.40%					\$ 269,710.43
Public Safety 205- State Bank Savings		\$ 6,415.76	3.04%					\$ 6,415.76
Public Safety 205 - First Merchant		\$ 206,018.92	0.16%					\$ 206,018.92
Public Safety ICS- 205 State Bank		\$ 797,088.60	2.22%					\$ 797,088.60
								\$ 1,279,233.71
SEWER O&M CHECKING ACCT- 590								Sewer O&M Total
Sewer Operation and Maintenance CK (5710)		\$ 255,793.51	0.95%					\$ 255,793.51
Sewer Operation and Maintenance SV (4865)		\$ 5,083.56	3.75%					\$ 5,083.56
CIBC- O&M CD(matures 8/8/24)(6337)		\$ 167,643.23	2.55%					\$ 167,643.23
Flagstar O&M CDARS (matures 8/8/2024)(6719)		\$ 148,011.30	4.93%					\$ 148,011.30
Flagstar CD O&M (matures 8/12/2024)(4710)		\$ 150,673.14	2.70%					\$ 150,673.14
								\$ 727,204.74
TYRONE TOWNSHIP SEWER 2003- 599								Tyrone Sewer 03 Total
Debt Service 599 Flagstar Bank		\$ 596,354.18	1.0%					\$ 596,354.18
Flagstar CDARS 2003 (matures 4/18/2024)(2241)		\$ 552,742.01	0.80%					\$ 552,742.01
CIBC CD 2003 (matures 3/28/24)(8551)		\$ 1,033,087.98	4.15%					\$ 1,033,087.98
Flagstar CDARS 2003 Fund Matures 3/14/2024(1142)		\$ 475,355.94	4.57%					\$ 475,355.94
								\$ 2,657,540.11
TRUST & AGENCY- 701								Trust & Agency Total
Township Trust and Agency 701 Savings		\$ 1,515.34	0.05%					\$ 1,515.34
Township Trust and Agency 701 Checking		\$ 31,697.72	0.00%					\$ 31,697.72
								\$ 33,213.06
Road Improvements-								Road Improvement Total
Parkin Lane Rd 2010 (858)		\$ 28,946.43	0.95%					\$ 28,946.43
Lake Shannon 2018 (863)		\$ 272,918.96	0.95%					\$ 272,918.96
Laurel springs (864)		\$ 47,272.89	0.95%					\$ 47,272.89
Irish Hills (865)		\$ 192,690.93	0.95%					\$ 192,690.93
CIBC- Parkin Lane CD(matures 8/8/2024) 1515		\$ 100,919.45	2.55%					\$ 100,919.45
								\$ 642,748.66
								\$ 5,351,875.22
Total Township Monies								\$ 13,604,883.69

ORDINANCE NO. ____

An Ordinance of the Township of Iosco adopting by reference the International Fire Code, 2021 edition.

THE TOWNSHIP OF ~~IOSCO~~ ORDAINS:

~~Iosco~~ ^{HANDY} Section 1. The Township of ~~Iosco~~ does ordain as follows:

100.01 ADOPTION BY REFERENCE.

Pursuant to Section 6.5 of the Iosco Township Charter, the International Fire Code, 2021 edition, including Appendices A, B, C, D, E, F, G, H, I, J, K and N, as published by the International Code Council, are hereby adopted by reference as if the same were fully set forth herein, save and except such portions as may be hereinafter amended or deleted, and the shall hereafter be known as the Fire Prevention Code for the Township of Iosco.

100.02 PURPOSE.

The purpose of this ordinance is to adopt the International Fire Code, 2021 Edition, as an enforceable regulation governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises.

100.025 CODE OFFICIALS; BOARD OF FIRE CODE APPEALS.

(1) All references made in the Fire Prevention Code to the code official shall be a reference to the Fowlerville Area Fire Authority Chief, or his or her designee, and the Fowlerville Area Fire Authority Chief is hereby given authority and charged with the administration and enforcement of this Code.

(2) The Board of Zoning Appeals, formed pursuant to Article 16, of the Zoning Ordinance, is hereby constituted as the Board of Fire Code Appeals and shall decide all appeals pursuant to the Code, notwithstanding anything contained in this Fire Prevention Code to the contrary.

100.03 FILE AND DISTRIBUTION COPIES.

Printed copies of the Fire Prevention Code, as adopted in Section 1, shall be kept in the office of the Township Clerk, available for inspection by and distribution to the public at all times.

100.04 CONFLICTS.

In the event of a conflict between any of the provisions of the Fire Prevention Code, as adopted in Section 1, and a provision of any local ordinance, resolution, rule or regulation, the stricter standard shall prevail. However, in the event of a conflict between any of the provision of the Fire Prevention Code, as adopted in Section 100.01, of this Code, the less restrictive standard shall prevail. In the event of a conflict between the Fire Prevention Code and a provision of any State of Michigan code adopted by reference by the Township, the provision of the State code shall prevail.

100.06 PENALTY AND FEES.

The following fees may be charged for a second re-inspection and any subsequent

inspections thereafter. These fees shall be paid in full prior to the 2nd re-inspection being performed.

- (1) \$100.00 per re-inspection after the second inspection.

100.065 VIOLATION PENALTIES.

Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, alter, repair, or do work in violation of the approved construction documents or directive of the code official, or of a permit or certificate used under provision of this code, shall be responsible for a municipal civil infraction. The sanction for a violation which is a municipal civil infraction shall be a civil fine in the amount as provided by this Code or any ordinance, plus any costs, damages, expenses and other sanctions, as authorized by the Revised Judicature Act MCL 600. 101.et seq. that being Act No. 236 of the Public Acts of 1961, as amended, and other applicable laws.

- (1) Unless otherwise specifically provided for a particular municipal civil infraction violation by this Code or any ordinance, the civil fine for a violation shall be a minimum of \$100.00 (one hundred dollars and no cents) and a maximum of \$500.00 (five hundred dollars and no cents), plus the cost and other sanctions, for each infraction.

- (2) Increased civil fines may be imposed for repeated violations by a person of any requirement or provision of this Code or any ordinance. As used in this Section, "repeat offense" means a second (or subsequent) municipal civil infraction violation of the same requirement or provision (i) committed by the same person within a 24-month period and (ii) for which the person admits responsibility or is determined responsible. Unless otherwise provided by this Code or any ordinance for a particular municipal civil infraction violation, the increased fine for repeat offense shall be as follows:

- a. The fine for any offense which is a first repeat offense shall be a minimum of \$250.00 (two hundred fifty dollars and no cents) and a maximum of \$750.00 (seven hundred fifty dollars and no cents), plus costs.

- b. The fine for any offense which is a second repeat offense or any subsequent repeat offense shall be a minimum of \$ 400.00 (four hundred dollars and no cents) and a maximum of \$900.00 (nine hundred dollars and no cents), plus costs.

100.07 APPLICATION AND ALLOCATION FOR FEES, FINES.

Payment for any fees or violation fines shall be paid to the Fowlerville Area Fire Authority.

100.075 ISSUING OF TICKETS FOR VIOLATION.

The Fire Chief and the chief's designee, who shall be the Assistant Fire Chief, Fire Marshal, and fire inspectors assigned to the Fire Marshal's Division is authorized to issue tickets for violations of this Code.

100.08 FAILURE TO COMPLY

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe

condition, shall be liable to a civil infraction per 100.065 a minimum of "\$25.00 (twenty-five dollars and no cents)" or a maximum of "\$500.00 (five hundred dollars and no cents)".

10.085 COLLECTION OF CHARGES

The Fowlerville Area Fire Authority may proceed in a court of appropriate jurisdiction to collect any monies remaining unpaid for services provided as a mature debt of the Fowlerville Area Fire Authority and shall have any and all other remedies provided by law for the collection of all charges.

- Section 2.** That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Township of Iosco hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, sentences, clauses and phrases be declared unconstitutional.
- Section 3.** That the Clerk of the Township of Iosco is hereby ordered and directed to cause a notice to be published as required by law that this ordinance has been adopted and that a copy of the same are available to the public for inspection during regular business hours at the Fowlerville Area Fire Department main station, 9110 W. Grand River Ave., Fowlerville, MI 48836, and one copy is available at the township clerk's office during normal business hours. Said notice shall also contain the introductory paragraph of this ordinance which shall serve as its stated purpose.
- Section 4.** That this ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect thirty days after publication, until revised, amended, or repealed from and after the date of its final passage and adoption.

ADOPTED by the Iosco Township Board at its regular meeting this ____ day of November, 2023.

~~BY: JOSEPH PARKER, SUPERVISOR~~

~~BY: JULIE DAILEY, CLERK~~

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Ordinance No. _____, adopted by the Township Board of the Township of Iosco, Livingston County, Michigan, at

a regular meeting held on the _____ day of November, 2023 and that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have hereto affixed my official signature this _____ day of _____, 2023.

BY:
Iosco Township Clerk

Deputy Clerk

From: Elizabeth Whitt
Sent: Tuesday, October 17, 2023 7:52 AM
To: Deputy Clerk
Subject: FW: specs for re- roofing of hall

-----Original Message-----

From: Bill Grubb <supervisor@conwaymi.gov>
Sent: Wednesday, October 11, 2023 3:20 PM
To: Elizabeth Whitt <clerk@conwaymi.gov>
Subject: FW: specs for re- roofing of hall

This is the RFP for the roof from Mike Brown. He got it to me late after I was already putting the packet together. It is on the agenda to discuss, but this is not in the packet. Please review this so we can decide at the board meeting if we want to use this and get it published.

Also, on another note, the policy revisions that were discussed at a special meeting are in this months packet. To save you some time, the changes made are in red. This should save you time from having to read the entire document. Especially the personnel manual.

Bill Grubb
Supervisor
Conway Township
Ph 517-223-0358 Ext.105
Fax 517-223-0533
supervisor@conwaymi.gov

-----Original Message-----

From: mlbrown@tds.net <mlbrown@tds.net>
Sent: Wednesday, October 11, 2023 1:46 PM
To: Bill Grubb <supervisor@conwaymi.gov>
Subject: specs for re- roofing of hall

Specs for re-roofing on Conway Township Hall located at 8015 N Fowlerville Rd., Fowlerville, Michigan

Bids for re-roof of Conway Township Hall shall conform to this spec sheet, any additions, added suggestions or work you may feel needed to be performed must be on a separate line-item addendum with adjoining costs.

All work being performed must meet State and Local codes and must meet manufactured specs of material being used. Spec sheets must be supplied to Township before work is started. All color choices to be approved by Township Board.

Contractor must submit an hourly rate for any extras that may occur in the process of the re-roof of said Hall.

All material, labor and supplies needed to perform this work including all permits, dumpsters and removal of any debris to be done and supplied by contractor.

Contractor must do a magmatic sweep and a broom sweep where applicable of the grounds after installation is complete.

Contractor who is awarded the project must supply the Township with Insurance Liability Certificate and a W-9 Form.

Contractor must employ all state and local safety standards.

Option 1:

Supply a 40-year dimensional shingle installation of product over existing shingle without replacing drip edge or any trim pieces.

Option 2:

Supply a 40-year dimensional shingle and a tear off of existing shingles down to plywood. Replace drip edge and re-shingle roof.

Option 3:

Install 24 gauge corrugated metal roof over existing shingles, trim out gable ends as needed to complete installation.

Option 4:

Removal of existing shingles, install 24 gauge corrugated metal roof, trim out gable ends as needed to complete installation.