

The Annual Financial Report Review



Presented by:
Darla Erickson
Local Government Services Bureau
State Accounting Division
MT Department of Administration



What is a review of the annual report?

The Annual Financial Report you submit to the Local Government Services Bureau (LGSB) will be reviewed by LGSB staff

Key points of the Review Process verify:

- ▶ Annual Financial Report is signed
- ▶ Filing fee form & fee (if applicable) is included
- ▶ All mandatory pages are included
 - Government-wide (GW) statements are included
 - Notes to the financial statements are completed
- ▶ Beginning balances equal prior ending balances
- ▶ The Annual Financial Report is in balance
and was received by the due date

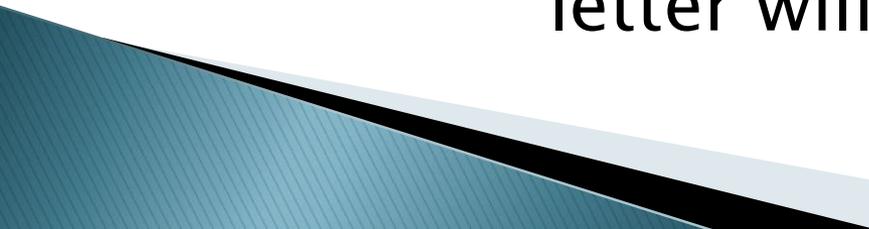
What is a review of the annual report?

If any non-conforming issues are found during the review you will be notified by letter

The letter will contain the item(s) that did not reconcile or are missing from the annual report

It will include any action necessary to correct the annual financial report

***If your report was not accepted the letter will include that information**



What if the report wasn't signed?

- ▶ You will receive a letter from our office ~
Your **immediate action is required:**
 - The annual report will not be accepted until the signature page is received
- ▶ **Mail or Fax** the signature page/officials page to the Local Government Services Bureau ~ Helena office
 - Fax to (406) 841-2910
 - Attention: Monica – Re: AFR Review

Was the Filing Fee Form included?

When mailing the annual report include the Filing Fee Form and a check for the filing fee, if applicable



ANNUAL FINANCIAL REPORT FILING FEE FISCAL YEAR ENDING JUNE 30, 2013		
ENTITY # _____	If the local government entity name or mailing address on the Department's mailing list is inaccurate or has changed recently please note the correction below.	
COUNTY/CITY/TOWN OF _____		
ADDRESS _____		
CITY, STATE ZIP _____		
Please return this filing fee form and applicable filing fee with your annual financial report form to:		
Montana Department of Administration Local Government Services Bureau 301 S. Park Ave - Room 340 PO Box 200647 Helena, MT 59620-0547		
PLEASE NOTE: The "Determination of Filing Fee Form" - page 2 of 2 - is designed to be self-calculating. If you choose to print this form and manually fill it in, please adjust the "Filing Fee Owed" in Box #1, based on the Filing Fee Schedule included below. Please revise Box #2 to "YES" if the debt proceeds received by your government indicate that an audit will be required. A manual version of this form can be found on our website at: http://doa.mt.gov/lgsb/Forms/AccountingSystemsProgram/6_FilingFeeForms/default.mcxp . or click on this link: Filing Fee Forms - Montana Department of Administration		
If there is an amount listed in BOX #1 of the Determination of Filing Fee Form (page 2 of 2), please include a check or warrant for that amount, made payable to "State Treasurer" in the amount of the required fee.		
LOCAL GOVERNMENT ANNUAL FILING FEE SCHEDULE		
The following filing fee schedule is required by Section 2-7-514, MCA, and has been adopted as Section 2.4.402 of the Administrative Rules of Montana.		
Annual Resources Equal to or Greater Than:	Annual Resources Less Than	Filing Fee
\$0	\$500,000	\$0
\$500,000	\$1,000,000	\$435
\$1,000,000	\$1,500,000	\$635
\$1,500,000	\$2,500,000	\$760
\$2,500,000	\$5,000,000	\$845
\$5,000,000	\$10,000,000	\$890
\$10,000,000	\$50,000,000	\$965
\$50,000,000		\$1,000
FOR DEPARTMENT OF ADMINISTRATION USE ONLY		
GL# _____	Amount Received: _____	
	\$ _____	Date: _____
TD# _____	By: _____	
REVISED 06-2013 VERSION 12.4 B		

Determination of Filing Fee Form		
Note: This form is self calculating, with defaults of -0- and "NO" in box #1 and box #2. Manual forms can be found on our website by clicking on this link .		
FEF REQUIREMENT: As provided by 2-7-514, MCA, each local government required to have an audit under 2-7-503, MCA, shall pay an annual filing fee to the department; the fee schedule shall be based upon the local government's annual revenue amounts. Administrative Rule 2.4.402 defines "revenue" as all receipts of a local government entity from any source excluding the proceeds from bond issuances and other long-term debt.		
AUDIT REQUIREMENT: As provided by 2-7-503, MCA, each local government receiving revenue or financial assistance in excess of the OMB Circular A-133 threshold (i.e., \$500,000 or more), regardless of the source of revenue or financial assistance, shall have an audit. "Financial Assistance" is defined as including assistance provided by a federal, state, or local government entity in the forms, loans and loan guarantees.		
GOVERNMENTAL FUNDS - PAGE 16 (STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES)		
Total Revenues	0.00	
Other Financing Sources - Proceeds from Sale of Capital Assets	0.00	
Special and/or Extraordinary Items (Revenues only)	0.00	
ENTERPRISE FUNDS - PAGE 19 (STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS)		
Note: Do not include revenues of Internal Service Funds		
Total Operating Revenues	0.00	Box #1
Non-Operating Revenues: (Do not include Gain on Sale of Capital Assets)		Filing Fee Owed 0
Taxes/Assessments	0.00	
Licenses/Permits	0.00	
Intergovernmental Revenues	0.00	
Interest Revenues	0.00	
Other Non-operating Revenues not included above		
Capital Contributions	0.00	
Special and/or Extraordinary Items (Revenues only)	0.00	
ENTERPRISE FUNDS - PAGE 20 (STATEMENT OF CASH FLOWS)		
Proceeds from Sale of Capital Assets	0.00	
TRUST FUNDS - PAGE 22 (STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS)		
NOTE: Do not include additions to Investment Trust Funds		
Total Additions to Pension & Private Purpose Trust Funds Only	0.00	
Total Revenues for Calculation of Filing Fee	\$0.00	
If this amount is less than \$500,000, no filing fee is required to be paid. Complete Part II below to determine if there is an audit requirement. If this amount is \$500,000 or greater, filing fee and audit are required. STOP - No need to complete Part II.		
Part II - Determination of Audit Requirement w/ No Filing Fee (Enter Manually)		
Add: Proceeds from Debt provided by a Federal agency, a State agency, or another local government:		Box #2
Board of Investments - InterCAP loan proceeds		Audit Required? NO
Rural Development Loan proceeds		
Loan/Bond proceeds from State Revolving Fund (SRF/WRF)		
Other: Specify Federal or State agency or other local govt		
Total Debt Proceeds		
Total Revenues + Total Debt Proceeds	\$0.00	
If this amount is \$500,000 or greater, you are required to have an audit for the fiscal year.		

Updated Filing Fee Form ~ Fees & Audit

GOVERNMENTAL FUNDS - PAGE 16 (STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES)

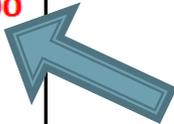
Total Revenues	358,229.00				
Other Financing Sources - Proceeds from Sale of Capital Assets	52,000.00				
Special and/or Extraordinary Items (Revenues only)					

ENTERPRISE FUNDS - PAGE 19 (STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS)

Note: Do not include revenues of Internal Service Funds

Total Operating Revenues	290,150.00	Box #1			
Non-Operating Revenues: (Do not include Gain on Sale of Capital Assets)		Filing Fee Owed	\$435.00		
Taxes/Assessments					
Licenses/Permits					
Intergovernmental Revenues	25,000.00				
Interest Revenues					
Other Non-operating Revenues not included above					
Capital Contributions					
Special and/or Extraordinary Items (Revenues only)					

Filing fee
due is
included in
Box #1



ENTERPRISE FUNDS - PAGE 20 (STATEMENT OF CASH FLOWS)

Proceeds from Sale of Capital Assets					
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TRUST FUNDS - PAGE 22 (STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS)

NOTE: Do not include additions to Investment Trust Funds

Total Additions to Pension & Private Purpose Trust Funds Only					
Total Revenues for Calculation of Filing Fee	\$725,379.00				

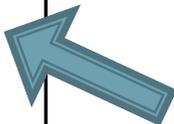
If this amount is less than \$500,000, no filing fee is required to be paid. Complete Part II below to determine if there is an audit requirement.

If this amount is \$500,000 or greater, filing fee and audit are required. STOP - No need to complete Part II.

Part II - Determination of Audit Requirement w/ No Filing Fee (Enter Manually)

Add: Proceeds from Debt provided by a Federal agency, a State agency, or another local government:		Box #2			
Board of Investments - InterCAP loan proceeds		Audit Required?	YES		
Rural Development Loan proceeds					
Loan/Bond proceeds from State Revolving Fund (SRF/WRF)					
Other: Specify Federal or State agency or other local govt					
Total Debt Proceeds					
Total Revenues + Total Debt Proceeds	\$725,379.00				

Audit
requirement
is included
in Box #2



If this amount is \$500,000 or greater, you are required to have an audit for the fiscal year.

Government-Wide Statements included?

The Government-Wide Statements must be included with your Annual Financial Report ~

Statements reconciled after the GASB34 Conversion is completed

TOWN OF SOMEWHERE			
STATEMENT OF NET POSITION			
FISCAL YEAR ENDING JUNE 30, 2013			
	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	127,878.06	37,742.73	165,620.79
Petty Cash	100.00	0.00	100.00
Cash and cash equivalents	80,313.56	78,777.00	159,090.56
Land	3,989.00	2,415.35	6,404.35
Capital assets being depreciated (net of accumulated depreciation)	42,292.86	2,296,841.31	2,339,134.17
Total Assets	271,497.90	2,424,846.12	2,696,344.02
LIABILITIES			
Accounts payable and other current liabilities	978.10	258.29	1,236.39
Contracts/Loans/Notes Payable	0.00	16,000.00	16,000.00
Due within one year	3,586.00	5,072.00	8,658.00
Due in more than one year	0.00	1,139,223.22	1,139,223.22
Total Liabilities	4,564.10	1,160,553.51	1,165,117.61
NET POSITION			
Net Investment in Capital Assets	46,281.86	1,144,033.67	1,190,315.53
Restricted for:	(0.00)		(0.00)
Bond Indenture Requirements		32,443.00	32,443.00
General Government	4,687.50		4,687.50
Public Safety	35,971.10		35,971.10
Public Works	65,750.08		65,750.08
Culture/Recreation	420.00		420.00
Short-lived Asset Reserve		46,334.00	46,334.00
Unrestricted	113,823.26	41,481.94	155,305.20
Total Net Position	266,933.80	1,264,292.61	1,531,226.41
Balance check (should equal zero):	0.00	0.00	0.00

TOWN OF SOMEWHERE						
STATEMENT OF ACTIVITIES						
FISCAL YEAR ENDING JUNE 30, 2013						
Functions/Programs	Expenses	Program Revenues		Changes in Net Pos		
		Charges for	Operating	Primary Government		
		Services, Fines and Forfeitures, etc	Grants and Contributions	Governmental Activities	Business-type Activities	Total
Primary government:						
Governmental activities:						
General government	40,282.60	2,280.00	0.00	(38,002.60)	(38,002.60)	
Public safety	15,472.37	0.00	14,538.80	(933.57)	(933.57)	
Public works	19,405.07	150.00	10,540.29	(8,714.78)	(8,714.78)	
Public health	0.00	2,700.00	0.00	2,700.00	2,700.00	
Culture and recreation	7,473.63	0.00	0.00	(7,473.63)	(7,473.63)	
Miscellaneous	4,968.44	0.00	0.00	(4,968.44)	(4,968.44)	
Total governmental activities	87,602.11	5,130.00	25,079.09	(57,393.02)	(57,393.02)	
Business-type activities:						
Water	173,401.54	135,107.05	0.00		(38,294.49)	
Total business-type activities	173,401.54	135,107.05	0.00	0.00	(38,294.49)	
Total primary government	261,003.65	140,237.05	25,079.09	(57,393.02)	(38,294.49)	
General revenues:						
Property taxes				30,026.90	0.00	30,026.90
Unrestricted Federal/State shared revenues				37,269.60	0.00	37,269.60
Unrestricted investment earnings				2,119.35	152.51	2,271.86
Total general revenues and transfers				69,415.85	152.51	69,568.36
Change in net position				12,022.83	(38,141.98)	(26,119.15)
Total net position - July 1, 2012 as previously reported				250,424.70	1,312,504.33	1,562,929.03
Prior period adjustments				4,486.27	(10,069.74)	(5,583.47)
Total net position - July 1, 2012 as restated				254,910.97	1,302,434.59	1,557,345.56
Total net position - June 30, 2013				266,933.80	1,264,292.61	1,531,226.41



Is the report in balance? Fund-level Reconcile by individual fund type and in total ~ Balance sheet = Statement of Rev, Exp & Changes



**TOWN OF SOMEWHERE
 BALANCE SHEET
 GOVERNMENTAL FUNDS
 FISCAL YEAR ENDING JUNE 30, 2013**

**TOWN OF SOMEWHERE
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
 GOVERNMENTAL FUNDS
 FISCAL YEAR ENDING JUNE 30, 2013**

Account Number	Description	Major Funds			Total Governmental Funds
		General	2701 Donation	Other Governmental Funds	
ASSETS					
101000	Cash and cash equivalents	(47,142.14)	35,971.10	139,049.10	127,878.06
103000	Petty cash	100.00		0.00	100.00
Restricted Assets:					
102200	Cash and cash equivalents	59,349.33		20,964.23	80,313.56
110000	Tax/assessment receivable (net of allowance for uncollectibles)	5,029.17		0.00	5,029.17
132000	Due from other governments	64.56		0.00	64.56
140000	Prepaid expense	2,180.00		0.00	2,180.00
Total Assets		19,580.92	35,971.10	185,786.33	241,338.35
LIABILITIES AND FUND BALANCES					
Liabilities:					
202100	Accounts payable	978.10		0.00	978.10
220000	Deferred revenue	1,110.74		0.00	1,110.74
233000	Advances from other funds	9,650.68		6,471.63	16,122.31
Total Liabilities		11,739.52	0.00	6,471.63	18,211.15
FUND BALANCES:					
250200	Restricted			0.00	0.00
	General government			4,687.50	4,687.50
	Public Safety		35,971.10		35,971.10
	Public Works			65,750.08	65,750.08
	Culture and Recreation			420.00	420.00
260200	Assigned			108,457.12	108,457.12
271000	Unassigned	7,841.40		0.00	7,841.40
Total fund balances		7,841.40	35,971.10	179,314.70	223,127.20

Account Number	Description	Major Funds			Total Governmental Funds
		General	2701 Donation	Other Governmental Funds	
REVENUES					
310000/363000	Taxes/assessments	30,954.16		0.00	30,954.16
320000	Licenses and permits	4,780.00		0.00	4,780.00
330000	Intergovernmental revenues	37,269.60		10,540.29	47,809.89
340000	Charges for services	0.00		350.00	350.00
360000	Miscellaneous	0.00	14,513.80	25.00	14,538.80
370000	Investment and royalty earnings	996.89		1,122.46	2,119.35
Total Revenues		74,000.65	14,513.80	12,037.75	100,552.20
EXPENDITURES					
410000	General government	39,320.60		130.00	39,450.60
420000	Public safety	8,468.53	3,690.63	0.00	12,159.16
430000	Public works	13,231.65		4,085.21	17,316.86
440000	Public health	0.00		0.00	0.00
450000	Social and economic services	0.00		0.00	0.00
460000	Culture and recreation	7,473.63		0.00	7,473.63
	Capital outlay	9,684.40		6,579.60	16,264.00
510000	Miscellaneous	4,968.44		0.00	4,968.44
Total Expenditures		83,147.25	3,690.63	10,794.81	97,632.69
Excess of revenues (under) expenditures		(9,146.60)	10,823.17	1,242.94	2,919.51
OTHER FINANCING SOURCES (USES):					
Total other financing sources (uses)		0.00	0.00	0.00	0.00
Net change in fund balances		(9,146.60)	10,823.17	1,242.94	2,919.51
Fund balances - July 1, 2011 previously reported		12,501.73	18,534.08	184,685.61	215,721.42
Prior period adjustments		4,486.27	6,613.85	(6,613.85)	4,486.27
Fund balances - July 1, 2011 as restated		16,988.00	25,147.93	178,071.76	220,207.69
Fund balances - June 30, 2012		7,841.40	35,971.10	179,314.70	223,127.20



Fund-Level Statements in balance?

Verify all Fund-Level Statements are in balance by reviewing the **Balance Check Page** at the end of the AFR workbook:

**Balance
Check
Page
Governmental Funds
Items #1 - 5D;
Proprietary
Funds - #13;
Fiduciary Funds - #12**

1 Start by checking the General Fund:			
Page 15	7,841.40		
Page 16	7,841.40		
Page 40	7,841.40		
2 Major funds:			
	Column E	Column F	
Page 15	35,971.10		0.00
Page 16	35,971.10		0.00
Page 44	35,971.10		0.00
3 Other Non-major Governmental funds:			
Page 15	179,314.70		
Page 16	179,314.70		
4 Total Governmental funds:			
Page 15	223,127.20		
Page 16	223,127.20		
5a. Non-major Special Revenue funds:			
Page 47	70,857.58		
Page 50A	70,857.58		
5b. Non-major Debt Service funds:			
Page 51	0.00		
Page 54	0.00		
5c. Non-major Capital Projects funds:			
Page 55	108,457.12		
Page 57	108,457.12		
5d. Non-major Permanent funds:			
Page 60	0.00		
Page 61	0.00		



Is the report in balance? Government-Wide (GW)

The GW Statement of Net Position should reconcile to the GW Statement of Activities by type & in total

TOWN OF SOMEWHERE			
STATEMENT OF NET POSITION			
FISCAL YEAR ENDING JUNE 30, 2013			
	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	127,878.06	37,742.73	165,620.79
Petty Cash	100.00	0.00	100.00
Cash and cash equivalents	80,313.56	78,777.00	159,090.56
Land	3,989.00	2,415.35	6,404.35
Capital assets being depreciated (net of accumulated depreciation)	42,292.86	2,296,841.31	2,339,134.17
Total Assets	271,497.90	2,424,846.12	2,696,344.02
LIABILITIES			
Accounts payable and other current liabilities	978.10	258.29	1,236.39
Contracts/Loans/Notes Payable	0.00	16,000.00	16,000.00
Due within one year	3,586.00	5,072.00	8,658.00
Due in more than one year	0.00	1,139,223.22	1,139,223.22
Total Liabilities	4,564.10	1,160,553.51	1,165,117.61
NET POSITION			
Net Investment in Capital Assets	46,281.86	1,144,033.67	1,190,315.53
Restricted for:	(0.00)		(0.00)
Bond Indenture Requirements		32,443.00	32,443.00
General Government	4,687.50		4,687.50
Public Safety	35,971.10		35,971.10
Public Works	65,750.08		65,750.08
Culture/Recreation	420.00		420.00
Short-lived Asset Reserve		46,334.00	46,334.00
Unrestricted	113,823.26	41,481.94	155,305.20
Total Net Position	266,933.80	1,264,292.61	1,531,226.41
Balance check (should equal zero):	0.00	0.00	0.00

TOWN OF SOMEWHERE						
STATEMENT OF ACTIVITIES						
FISCAL YEAR ENDING JUNE 30, 2013						
Functions/Programs	Expenses	Program Revenues			Changes in Net Position	
		Charges for Services, Fines and Forfeitures, etc	Operating Grants and Contributions	Primary Government		
				Governmental Activities	Business-type Activities	Total
Primary government:						
Governmental activities:						
General government	40,282.60	2,280.00	0.00	(38,002.60)		(38,002.60)
Public safety	15,472.37	0.00	14,538.80	(933.57)		(933.57)
Public works	19,405.07	150.00	10,540.29	(8,714.78)		(8,714.78)
Public health	0.00	2,700.00	0.00	2,700.00		2,700.00
Culture and recreation	7,473.63	0.00	0.00	(7,473.63)		(7,473.63)
Miscellaneous	4,968.44	0.00	0.00	(4,968.44)		(4,968.44)
Total governmental activities	87,602.11	5,130.00	25,079.09	(57,393.02)		(57,393.02)
Business-type activities:						
Water	173,401.54	135,107.05			(38,294.49)	(38,294.49)
Total business-type activities	173,401.54	135,107.05	0.00	0.00	(38,294.49)	(38,294.49)
Total primary government	261,003.65	140,237.05	25,079.09	(57,393.02)	(38,294.49)	(95,687.51)
General revenues:						
Property taxes				30,026.90	0.00	30,026.90
Unrestricted Federal/State shared revenues				37,269.60	0.00	37,269.60
Unrestricted investment earnings				2,119.35	152.51	2,271.86
Total general revenues and transfers				69,415.85	152.51	69,568.36
Change in net position						
				12,022.83	(38,141.98)	(26,119.15)
Total net position - July 1, 2012 as previously reported				250,424.70	1,312,504.33	1,562,929.03
Prior period adjustments				4,486.27	(10,069.74)	(5,583.47)
Total net position - July 1, 2012 as restated				254,910.97	1,302,434.59	1,557,345.56
Total net position - June 30, 2013				266,933.80	1,264,292.61	1,531,226.41



Government-Wide Statements

Verify the **GW Statements** are in balance by reviewing the **Balance Check Page** at the end of the AFR workbook:

**Balance
Check
Page
Items #11,
#16 and #17**

11	<u>Governmental Funds:</u>			
	Page 13:	266,933.80		
	Page 14	266,933.80		
	Page 15	266,933.80		
	BS Conv	266,933.80		
	OP Conv	266,933.80		
16	<u>Total Enterprise Funds compared to Government-wide Statements:</u>			
	Page 13	1,264,292.61		
	Page 14	1,264,292.61		
	Page 18	1,264,292.61		
	Page 19	1,264,292.61		
17	<u>Total Government-wide Statement of Net Assets to GW Statement of Activities:</u>			
	Page 13	1,531,226.41		
	Page 14	1,531,226.41		



Common Reconciliation Differences

Restated Beginning Balances on Government-Wide & Fund-Level Statements:

For Audited Entities: The beginning balances do not equal the prior year's audit ending balances

~ or ~

For Unaudited Entities -The beginning balances do not equal the prior year annual financial report ending balances



Common Reconciliation Differences

Restated Beginning Balances on
Government-Wide & Fund-Level Statements:

Accounting Formula:

Software

=

Annual Financial Report

=

Audit Report



Common Reconciliation Differences

Why would my Beginning Balances on Government-Wide & Fund-Level Statements be different than prior year's audit or annual report?

For Audited Entities:

Did you receive & input the audit adjustments?

Did you reconcile your software to audit?

~ or ~

For Unaudited Entities:

Did you make adjustments after your afr was completed?

*Did you do a rollover of your software after adjustments were made?



Common Reconciliation Differences ~

Fund Level Beginning Balances

The restated beginning balances by fund & in total should equal the prior year ending balance of the audit report or annual report for those entities not audited

TOWN OF SOMEWHERE					
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES					
GOVERNMENTAL FUNDS					
FISCAL YEAR ENDING JUNE 30, 2013					
Account Number	Description	Major Funds			Total Governmental Funds
		General	2701 Donation	Other Governmental Funds	
REVENUES					
	Total Revenues	74,000.65	14,513.80	12,037.75	100,552.20
EXPENDITURES					
	Total Expenditures	83,147.25	3,690.63	10,794.81	97,632.69
OTHER FINANCING SOURCES (USES):					
	Total other financing sources (uses)	0.00	0.00	0.00	0.00
	Net change in fund balances	(9,146.60)	10,823.17	1,242.94	2,919.51
	Fund balances - July 1, 2012 as previously reported	12,501.73	18,534.08	184,685.61	215,721.42
	Prior period adjustments	4,486.27	6,613.85	(6,613.85)	4,486.27
	Fund balances - July 1, 2012 as restated	16,988.00	25,147.93	178,071.76	220,207.69
	Fund balances - June 30, 2013	7,841.40	35,971.10	179,314.70	223,127.20

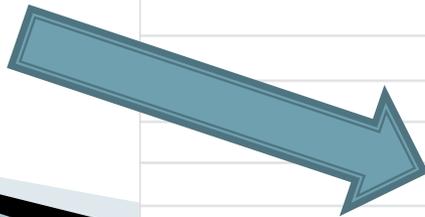


Common Reconciliation Differences ~

Government-Wide Beginning Balances

The restated beginning balances by type & in total should equal the prior year ending balance of the audit report or annual report for those entities not audited

TOWN OF SOMEWHERE							
STATEMENT OF ACTIVITIES							
FISCAL YEAR ENDING JUNE 30, 2013							
Functions/Programs	Expenses	Program Revenues		Changes in Net Pos			
		Charges for Services, Fines Forfeitures, etc	Operating Grants and Contributions	Governmental Activities	Business-type Activities	Total	
Governmental activities:							
General government	40,282.60	2,280.00	0.00	(38,002.60)		(38,002.60)	
Public safety	15,472.37	0.00	14,538.80	(933.57)		(933.57)	
Public works	19,405.07	150.00	10,540.29	(8,714.78)		(8,714.78)	
Culture and recreation	7,473.63	0.00	0.00	(7,473.63)		(7,473.63)	
Miscellaneous	4,968.44	0.00	0.00	(4,968.44)		(4,968.44)	
Total governmental activities	87,602.11	5,130.00	25,079.09	(57,393.02)		(57,393.02)	
Business-type activities:							
Water	173,401.54	135,107.05			(38,294.49)	(38,294.49)	
Total business-type activities	173,401.54	135,107.05	0.00	0.00	(38,294.49)	(38,294.49)	
Total primary government	261,003.65	140,237.05	25,079.09	(57,393.02)	(38,294.49)	(95,687.51)	
General revenues:							
Property taxes				30,026.90	0.00	30,026.90	
Unrestricted Federal/State shared revenues				37,269.60	0.00	37,269.60	
Unrestricted investment earnings				2,119.35	152.51	2,271.86	
Total general revenues and transfers				69,415.85	152.51	69,568.36	
				Change in net position	12,022.83	(38,141.98)	(26,119.15)
				Total net position - July 1, 2012 as previously reported	250,424.70	1,312,504.33	1,562,929.03
				Prior period adjustments	4,486.27	(10,069.74)	(5,583.47)
				Total net position - July 1, 2012 as restated	254,910.97	1,302,434.59	1,557,345.56
				Total net position - June 30, 2013	266,933.80	1,264,292.61	1,531,226.41



Common Reconciliation Differences

The Reconciliation of the Balance Sheet to the Statement of Net Position is incorrect or missing

TOWN OF SOMEWHERE BALANCE SHEET GOVERNMENTAL FUNDS FISCAL YEAR ENDING JUNE 30, 2013

Description	Major Funds			Total Governmental Funds
	General	2701 Donation	Other Governmental Funds	
ASSETS				
Total Assets	19,580.92	35,971.10	185,786.33	241,338.35
LIABILITIES AND FUND BALANCES				
Liabilities:				
Total Liabilities	11,739.52	0.00	6,471.63	18,211.15
FUND BALANCES:				
Total fund balances	7,841.40	35,971.10	179,314.70	223,127.20
Total liabilities and fund balances	19,580.92	35,971.10	185,786.33	
<i>Balance check (Should equal zero):</i>	0.00	0.00	0.00	
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.				46,281.86
Other long-term assets are not available to pay current-period expenditures and, therefore, are deferred in the funds.				1,110.74
Internal service funds are used by management to charge the costs of providing services within the government. The assets and liabilities of the internal service funds are included in governmental activities in the government-wide statement of net position.				
Current assets			0.00	
Accounts payable			0.00	
Net amount allocated to business-type/external activities			0.00	0.00
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.				(3,586.00)
Net position of governmental activities				266,933.80

TOWN OF SOMEWHERE STATEMENT OF NET POSITION FISCAL YEAR ENDING JUNE 30, 2013

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	127,878.06	37,742.73	165,620.79
Petty Cash	100.00	0.00	100.00
Cash and cash equivalents	80,313.56	78,777.00	159,090.56
Land	3,989.00	2,415.35	6,404.35
Capital assets being depreciated (net of accumulated depreciation)	42,292.86	2,296,841.31	2,339,134.17
Total Assets	271,497.90	2,424,846.12	2,696,344.02
LIABILITIES			
Accounts payable and other current liabilities	978.10	258.29	1,236.39
Contracts/Loans/Notes Payable	0.00	16,000.00	16,000.00
Due within one year	3,586.00	5,072.00	8,658.00
Due in more than one year	0.00	1,139,223.22	1,139,223.22
Total Liabilities	4,564.10	1,160,553.51	1,165,117.61
NET POSITION			
Net Investment in Capital Assets	46,281.86	1,144,033.67	1,190,315.53
Restricted for:	(0.00)		(0.00)
Bond Indenture Requirements		32,443.00	32,443.00
General Government	4,687.50		4,687.50
Public Safety	35,971.10		35,971.10
Public Works	65,750.08		65,750.08
Culture/Recreation	420.00		420.00
Short-lived Asset Reserve		46,334.00	46,334.00
Unrestricted	113,823.26	41,481.94	155,305.20
Total Net Position	266,933.80	1,264,292.61	1,531,226.41
<i>Balance check (should equal zero):</i>	0.00	0.00	0.00

Common Reconciliation Differences

Reconciliation of the Statement of Rev, Exp & Changes in Fund Bal to the Statement of Activities is incorrect or missing

TOWN OF SOMEWHERE	
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES	
FISCAL YEAR ENDING JUNE 30, 2013	
Net change in fund balances - total governmental funds (page 16)	2,919.51
Amounts reported for governmental activities in the statement of activities (page 16) are different because:	
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:	
Capital assets purchased	16,264.00
Depreciation expense	(5,401.42)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:	
Donated capital assets	
Long-term receivables (deferred revenue)	(927.26)
Long-term debt proceeds provide current financial resources to the governmental funds, but issuing debt increases long-term liabilities in the statement of net assets:	
Capital lease proceeds	0.00
Bond sale proceeds	0.00
Loan proceeds	0.00
Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term debt in the Statement of Net Assets:	
Capital lease obligation principal payments	
Long-term loan/contract principal payments	
Long-term bond principal payments	
Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds	
Accrued compensated absences	(832.00)
Change in Net Position in Governmental Activities	12,022.83

TOWN OF SOMEWHERE						
STATEMENT OF ACTIVITIES						
FISCAL YEAR ENDING JUNE 30, 2013						
Functions/Programs	Program Revenues			Changes in Net Position		
	Charges for Expenses	Fines, Forfeitures, etc.	Operating Grants and Contributions	Primary Government		
				Governmental Activities	Business-type Activities	Total
Governmental activities:						
General government	40,282.60	2,280.00	0.00	(38,002.60)	(38,002.60)	
Public safety	15,472.37	0.00	14,538.80	(933.57)	(933.57)	
Public works	19,405.07	150.00	10,540.29	(8,714.78)	(8,714.78)	
Culture and recreation	7,473.63	0.00	0.00	(7,473.63)	(7,473.63)	
Miscellaneous	4,968.44	0.00	0.00	(4,968.44)	(4,968.44)	
Total governmental activities	87,602.11	5,130.00	25,079.09	(57,393.02)	(57,393.02)	
Business-type activities:						
Water	173,401.54	135,107.05	0.00		(38,294.49)	
Total business-type activities	173,401.54	135,107.05	0.00	0.00	(38,294.49)	
Total primary government	261,003.65	140,237.05	25,079.09	(57,393.02)	(38,294.49)	
General revenues:						
Property taxes				30,026.90	0.00	30,026.90
Unrestricted Federal/State shared revenues				37,269.60	0.00	37,269.60
Unrestricted investment earnings				2,119.35	152.51	2,271.86
Total general revenues and transfers				69,415.85	152.51	69,568.36
Change in net position				12,022.83	(38,141.98)	(26,119.15)
Total net position - July 1, 2012 as previously reported				250,424.70	1,312,504.33	1,562,929.03
Prior period adjustments				4,486.27	(10,069.74)	(5,583.47)
Total net position - July 1, 2012 as restated				254,910.97	1,302,434.59	1,557,345.56
Total net position - June 30, 2013				266,933.80	1,264,292.61	1,531,226.41



Governmental Fund Reconciliations

The two Governmental Fund Reconciliations should be verified after the GASB 34 conversion is completed

When using the Blank AFR format:

- ▶ Information should auto-fill by formula from the conversion pages to the Balance Sheet Reconciliation
- ▶ Some information will auto-fill by formula from the conversion pages to the Reconciliation of Revenues, Exp & Changes in Fund Balance Reconciliation – while other information is manually input.

Governmental Fund Reconciliations

Verify the Reconciliations are in balance by reviewing the **Balance Check Page** at the end of the **AFR workbook**:

**Balance Check Page
Item #10 and #11**

10 <u>Changes in net position Reconciliation:</u>		
Page 14	12,022.83	
Page 17	12,022.83	
OP Conv	12,022.83	
11 <u>Governmental Funds:</u>		
Page 13:	266,933.80	
Page 14	266,933.80	
Page 15	266,933.80	
BS Conv	266,933.80	
OP Conv	266,933.80	



Common Reconciliation Differences

The Reconciliation of the Proprietary Funds Statement of Rev, Exp & Changes to the GW Statement of Activities



TOWN OF SOMEWHERE			
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION			
PROPRIETARY FUNDS			
FISCAL YEAR ENDING JUNE 30, 2013			
Description	Business-type Activities		
	Major Enterprise Funds	Nonmajor Enterprise Funds	Totals
	5210 Water		
Charges for services	135,107.05	0.00	135,107.05
Total Operating Revenues	135,107.05	0.00	135,107.05
Personal services	35,125.10	0.00	35,125.10
Supplies	5,193.09	0.00	5,193.09
Depreciation	66,911.62	0.00	66,911.62
Total Operating Expenses	128,849.68	0.00	128,849.68
Operating Income (Loss)	6,257.37	0.00	6,257.37
Interest revenue	152.51	0.00	152.51
Debt service interest expense	(44,551.86)	0.00	(44,551.86)
Total Non-Operating Revenues (Expenses)	(44,399.35)	0.00	(44,399.35)
Income (Loss) before contributions and transfers	(38,141.98)	0.00	(38,141.98)
Change in net position	(38,141.98)	0.00	(38,141.98)
Total net position - July 1, 2012 as previously reported	1,312,504.33	0.00	1,312,504.33
Prior period adjustments	(10,069.74)	0.00	(10,069.74)
Total net position - July 1, 2012 as restated	1,302,434.59	0.00	1,302,434.59
Total net position - June 30, 2013	1,264,292.61	0.00	1,264,292.61
Reconciliation to government-wide statement of activities:			
Adjustment to reflect the consolidation of internal service fund activities related to enterprise funds			
Change in net position of business-type activities			(38,141.98)

TOWN OF SOMEWHERE						
STATEMENT OF ACTIVITIES						
FISCAL YEAR ENDING JUNE 30, 2013						
Functions/Programs	Program Revenues			Changes in Net Position		
	Expenses	Charges for Services, Fines and Penalties, etc	Operating Grants and Contributions	Primary Government		
		Expenses	Expenses	Expenses	Governmental Activities	Business-type Activities
					Total	Total
Governmental activities:						
General government	40,282.60	2,280.00	0.00	(38,002.60)	(38,002.60)	
Public safety	15,472.37	0.00	14,538.80	(933.57)	(933.57)	
Public works	19,405.07	150.00	10,540.29	(8,714.78)	(8,714.78)	
Culture and recreation	7,473.63	0.00	0.00	(7,473.63)	(7,473.63)	
Miscellaneous	4,968.44	0.00	0.00	(4,968.44)	(4,968.44)	
Total governmental activities	87,602.11	5,130.00	25,079.09	(57,393.02)	(57,393.02)	
Business-type activities:						
Water	173,401.54	135,107.05	0.00	(38,294.49)	(38,294.49)	
Total business-type activities	173,401.54	135,107.05	0.00	0.00	(38,294.49)	
Total primary government	261,003.65	140,237.05	25,079.09	(57,393.02)	(95,687.51)	
General revenues:						
Property taxes				30,026.90	0.00	
Unrestricted Federal/State shared revenues				37,269.60	0.00	
Unrestricted investment earnings				2,271.86	152.51	
Total general revenues and transfers				69,415.85	152.51	
Change in net position				12,022.83	(38,141.98)	
Total net position - July 1, 2012 as previously reported				250,424.70	1,312,504.33	
Prior period adjustments				4,486.27	(10,069.74)	
Total net position - July 1, 2012 as restated				254,910.97	1,302,434.59	
Total net position - June 30, 2013				266,933.80	1,264,292.61	



Did you attach the Enterprise Fund Cash Flow Statements?

TOWN OF SOMEWHERE STATEMENT OF NET POSITION PROPRIETARY FUNDS FISCAL YEAR ENDING JUNE 30, 2013

Description	Business-type Activities		
	Major Enterprise Fund	Nonmajor	Totals
	5210 Water	Enterprise Funds	
ASSETS			
Current Assets			
Cash and cash equivalents	37,742.73	0.00	37,742.73
Petty cash		0.00	0.00
Investments (at fair value)		0.00	0.00
Tax/assessment receivable (net of allowance for uncollectibles)		0.00	0.00
Accounts/other receivables - (net of allowance for uncollectibles)	16,540.91	0.00	16,540.91
Due from other funds		0.00	0.00
Due from other governments		0.00	0.00
Prepaid expense	2,179.50	0.00	2,179.50
Inventories		0.00	0.00
Total Current Assets	56,463.14	0.00	56,463.14
Noncurrent Assets			
Restricted Assets:			
Cash and cash equivalents	78,777.00	0.00	78,777.00
Investments		0.00	0.00
Advances to other funds		0.00	0.00
Other debits		0.00	0.00
Capital assets:			
Land	2,415.35	0.00	2,415.35
Construction in progress		0.00	0.00
Buildings	20,551.33	0.00	20,551.33
Improvements other than buildings	237,534.00	0.00	237,534.00
Machinery and equipment	15,488.98	0.00	15,488.98
Infrastructure (utility systems)	2,675,467.02	0.00	2,675,467.02
Less: accumulated depreciation	(652,200.02)	0.00	(652,200.02)
Capital assets - net of accumulated depreciation	2,299,256.66	0.00	2,299,256.66
Total Noncurrent Assets	2,378,033.66	0.00	2,378,033.66
Total Assets	2,434,496.80	0.00	2,434,496.80

TOWN OF SOMEWHERE STATEMENT OF CASH FLOWS PROPRIETARY FUNDS FISCAL YEAR ENDING JUNE 30, 2013

Description	Business-type Activities		
	Major Enterprise Fund	Nonmajor	Totals
	5210 Water	Enterprise Funds	
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	133,620.55	0.00	133,620.55
Cash paid to suppliers	(28,992.46)	0.00	(28,992.46)
Cash paid to employees	(33,859.41)	0.00	(33,859.41)
Net cash provided (used) by operating activities	70,768.68	0.00	70,768.68
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Advances from (to) other funds	9,650.68	0.00	9,650.68
Net cash provided (used) by capital and related financing activities	9,650.68	0.00	9,650.68
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Purchases/acquisition/construction of capital assets	(9,735.68)	0.00	(9,735.68)
Principal on debt	(15,712.14)	0.00	(15,712.14)
Interest paid on debt	(44,551.86)	0.00	(44,551.86)
Net cash provided (used) by capital and related financing activities	(69,999.68)	0.00	(69,999.68)
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest earnings	152.51	0.00	152.51
Net cash provided (used) by investing activities	152.51	0.00	152.51
Net increase (decrease) in cash and cash equivalents	10,572.19	0.00	10,572.19
Cash and cash equivalents - July 1, 2012	105,947.54	0.00	105,947.54
Cash and cash equivalents - June 30, 2013	116,519.73	0.00	116,519.73
Reconciliation of operating income to net cash provided (used) by operating activities:			
Operating income	6,257.37	0.00	6,257.37
Adjustments to reconcile operating income to net cash provided (used) by operating activities			
Depreciation expense	66,911.62	0.00	66,911.62
(Increase) Decrease in accounts receivable	(1,291.50)	0.00	(1,291.50)
(Increase) Decrease in intergovernmental receivables	(195.00)	0.00	(195.00)
(Increase) decrease in prepaid items	(2,179.50)	0.00	(2,179.50)
Increase (decrease) in compensated absences pay.	1,265.69	0.00	1,265.69
Total adjustments	64,511.31	0.00	64,511.31
Net cash provided (used) by operating activities	70,768.68	0.00	70,768.68

Are the Combining Statements Attached & Balanced?

Combining Statements include:

Non-Major Governmental Funds Detail:

- ▶ Combining Fund Balance Sheets for Special Revenue, Debt Service, Capital Projects, Permanent Funds
- ▶ Statement of Rev, Exp & Changes in Fund Balance

Non-Major Proprietary Fund Detail:

- ▶ Statement of Net Position
- ▶ Statement of Rev, Exp & Changes in Net Position
- ▶ Cash Flow Statements.



Are the Fiduciary Fund Statements attached & balanced?



TOWN OF SOMEWHERE				
STATEMENT OF FIDUCIARY NET POSITION				
FIDUCIARY FUNDS				
FISCAL YEAR ENDING JUNE 30, 2013				
Description	Trust Funds			Agency Funds
	Pension Trust Funds (7000-7005)	Investment Trust Funds (7006-7009)	Private Purpose Trust Funds (7010-7099)	Agency Composite (7100-7999)
ASSETS				
Cash and cash equivalents	10,000.00			12,338.77
Receivables:				
Total Assets	10,000.00	0.00	0.00	12,338.77
LIABILITIES				
Warrants payable				11,915.49
Due to other governments				423.28
Total Liabilities	0.00	0.00	0.00	12,338.77
NET POSITION				
Held in trust for pension benefits and other purpose	10,000.00	0.00	0.00	

TOWN OF SOMEWHERE			
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION			
FIDUCIARY FUNDS			
FISCAL YEAR ENDING JUNE 30, 2013			
Description	Trust Funds		
	Pension Trust Funds (7000-7005)	Investment Trust Funds (7006-7009)	Private Purpose Trust Funds (7010-7099)
ADDITIONS:			
Tax revenue			
Intergovernmental revenue	200.00		
Miscellaneous revenue			
Total Additions	200.00	0.00	0.00
DEDUCTIONS:			
Administrative expenses			
Due to other governments			
Total Deductions	0.00	0.00	0.00
Change in net assets	200.00	0.00	0.00
Total net position - July 1, 2012 as previously reported	9,800.00		
Prior period adjustments			
Total net position - July 1, 2012 as restated	9,800.00	0.00	0.00
Total net position - June 30, 2013	10,000.00	0.00	0.00

Is the Schedule of Federal and State Grants & Shared Revenues attached?

The amount reported on this schedule should reconcile to the intergovernmental revenues reported in the fund-level statements ~
Balance Check #9

TOWN OF SOMEWHERE			
SCHEDULE OF FEDERAL/STATE GRANTS, ENTITLEMENTS, AND SHARED REVENUES			
FISCAL YEAR ENDING JUNE 30, 2013			
	REVENUE CODE	RECEIVING FUND	AMOUNT
<u>FEDERAL GRANTS/ENTITLEMENTS - (LIST)</u>			
Community Oriented Policing Services (COPS) (P)	331020	1000 General	15,000.00
Total Federal Grants/Entitlements			15,000.00
<u>FEDERAL SHARED REVENUES - (LIST)</u>			
Total Federal Shared Revenues			0.00
<u>STATE GRANTS/ENTITLEMENTS - (LIST)</u>			
Treasure State Endowment Grant (P)	334120	5210 Water	50,000.00
Total State Grants/Entitlements			50,000.00
<u>STATE SHARED REVENUES - (LIST)</u>			
Gambling Machine Permits (G)	335120	1000 General	950.00
State Entitlement Share (G)	335230	1000 General	36,319.60
Gas Tax Apportionment (P)	335040	2820 Gas Tax	10,540.29
Insurance Premium Apportionment (P)	335050	7002 Fire Pens	200.00
Total State Shared Revenues			48,009.89
TOTAL			113,009.89

9 Intergovernmental Revenues	
Page 69:	113,009.89
Gov Rev:	62,809.89
Enter:	50,000.00
Fidic:	200.00
Total:	113,009.89



Are the Notes to the Financial Statements included?

The notes on Capital Assets should reconcile to the total of Capital Assets reported on the GW Statement of Net Position



TOWN OF SOMEWHERE STATEMENT OF NET POSITION FISCAL YEAR ENDING JUNE 30, 2013

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	127,878.06	37,742.73	165,620.79
Petty Cash	100.00	0.00	100.00
Other debits	0.00	0.00	0.00
Capital assets not being depreciated			
Land	3,989.00	2,415.35	6,404.35
Capital assets being depreciated (net of accumulated depreciation)	42,292.86	2,296,841.31	2,339,134.17

TOWN OF SOMEWHERE NOTES TO THE BASIC FINANCIAL STATEMENTS FISCAL YEAR ENDING JUNE 30, 2013				
Capital assets				
Capital asset activity for the fiscal year ended June 30, 2013 was as follows:				
	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Capital assets not being depreciated				
Land	1,550.00	2,439.00	0.00	3,989.00
Total capital assets not being depreciated	1,550.00	2,439.00	0.00	3,989.00
Capital assets being depreciated				
Buildings	25,491.00	13,825.00	0.00	39,316.00
Intangibles/works of art	13,329.30	0.00	0.00	13,329.30
Improvements other than buildings	65,118.36	0.00	0.00	65,118.36
Machinery and equipment	109,839.68	0.00	0.00	109,839.68
Infrastructure	0.00	0.00	0.00	0.00
Total capital assets being depreciated	213,778.34	13,825.00	0.00	227,603.34
Less accumulated depreciation for:				
Buildings	(25,491.00)	0.00	(42.00)	(25,533.00)
Intangibles/works of art	(13,329.30)	0.00	0.00	(13,329.30)
Improvements other than buildings	(37,876.18)	0.00	(716.91)	(38,593.09)
Machinery and equipment	(103,212.58)	0.00	(4,642.51)	(107,855.09)
Infrastructure	0.00	0.00	0.00	0.00
Total accumulated depreciation	(179,909.06)	0.00	(5,401.42)	(185,310.48)
Total capital assets being depreciated	33,869.28	13,825.00	(5,401.42)	42,292.86
Governmental activities capital assets	35,419.28	16,264.00	(5,401.42)	46,281.86
Business-type activities:				
Capital assets not being depreciated				
Land	955.00	1,460.00		2,415.00
Total capital assets not being depreciated	955.00	1,460.00	0.00	2,415.00
Capital assets being depreciated				
Buildings and system	12,276.00	8,275.68		20,551.68
Improvements other than buildings	237,534.00			237,534.00
Machinery and equipment	15,488.98			15,488.98
Source of supply	2,675,467.02			2,675,467.02
Total capital assets being depreciated	2,940,766.00	8,275.68	0.00	2,949,041.68
Less accumulated depreciation for:				
Buildings and system	(12,276.00)		(25.00)	(12,301.00)
Improvements other than buildings	(237,534.00)			(237,534.00)
Machinery and equipment	(15,488.98)			(15,488.98)
Source of supply	(319,989.24)		(66,886.80)	(386,876.04)
Total accumulated depreciation	(585,288.22)	0.00	(66,911.80)	(652,200.02)
Total capital assets being depreciated	2,355,477.78	8,275.68	(66,911.80)	2,296,841.66
Business-type activities capital assets	2,356,432.78	9,735.68	(66,911.80)	2,299,256.66

Are the Notes to the Financial Statements included?

Do the notes on Long-Term Debt reconcile to the Outstanding Balances reported?

TOWN OF SOMEWHERE			
STATEMENT OF NET POSITION			
FISCAL YEAR ENDING JUNE 30, 2013			
	Governmental Activities	Business-type Activities	Total
ASSETS			
LIABILITIES			
Accounts payable and other current liabilities	978.10	258.29	1,236.39
Contracts/Loans/Notes Payable	0.00	16,000.00	16,000.00
Due within one year	3,586.00	5,072.00	8,658.00
Due in more than one year	0.00	1,139,223.22	1,139,223.22
Total Liabilities	4,564.10	1,160,553.51	1,165,117.61

TOWN OF SOMEWHERE			
STATEMENT OF NET POSITION			
PROPRIETARY FUNDS			
FISCAL YEAR ENDING JUNE 30, 2013			
Description	Business-type Activities		
	Major Enterprise Funds		Nonmajor Enterprise Funds
	5210 Water	Enterprise Funds	
LIABILITIES			
Current Liabilities			
Contracts/loans/notes payable	16,000.00	0.00	16,000.00
Matured interest payable		0.00	0.00
Due to other funds	9,650.68	0.00	9,650.68
Deposits payable	258.29	0.00	258.29
Total Current Liabilities	25,908.97	0.00	25,908.97
Noncurrent Liabilities			
Bonds payable		0.00	0.00
Contracts/loans/notes payable	1,139,222.99	0.00	1,139,222.99
Compensated absences	5,072.23	0.00	5,072.23
Total Noncurrent Liabilities	1,144,295.22	0.00	1,144,295.22
Total Liabilities	1,170,204.19	0.00	1,170,204.19

Purpose	Original Amount	Date of Issue	Interest Rate	Outstanding June 30, 2013	Date of Last Payment
Rural Development - FMHA	429,000.00	2007	4.25%	385,150	2043
Rural Development	800,000.00	2009	3.63%	770,073	2049
Total				1,155,223	



Are the Notes to the Financial Statements included?

Do the Notes include a description of the Restatements/ Prior Period Adjustments?

The total of the adjustments should reconcile to the restatements on GW Statement of Activities

Restatements/prior period adjustments

During the current fiscal year, adjustments relating to prior year's transactions were made to the fund balance and net position. The following is a schedule of these adjustments:

Fund	Amount	Reason for adjustment
1000 - General Fund	4,486.27	Audit adjustment to reclassify expenditures
2701 - Fire Donation	6,613.85	Audit adjustment to reclass Fire Donation (in Cem. Fund for FY12)
2710 - Cemetery Spending	(6,613.85)	Audit adjustment to reclass Fire Donation
5210 - Water	(10,069.74)	Audit adjustment to adjust prior year accounts rec - billing
Total	(5,583.47)	



TOWN OF SOMEWHERE
STATEMENT OF ACTIVITIES
FISCAL YEAR ENDING JUNE 30, 2013

	Program Revenues		Changes in Net Pos		
	Charges for Services, Fines, Expenses	Operating Grants and Forfeitures, etc. Contributions	Primary Government		
			Governmental Activities	Business-type Activities	Total
Change in net position			12,022.83	(38,141.98)	(26,119.15)
Total net position - July 1, 2012 as previously reported			250,424.70	1,312,504.33	1,562,929.03
Prior period adjustments			4,486.27	(10,069.74)	(5,583.47)
Total net position - July 1, 2012 as restated			254,910.97	1,302,434.59	1,557,345.56
Total net position - June 30, 2013			266,933.80	1,264,292.00	1,531,226.41



I received a non-conforming letter ~ what should I do?

October 9, 2013

Ima Overworked, City Clerk
Town of Somewhere
PO Box 555
Somewhere, MT 59555

Dear Ima Overworked,
This letter is regarding the Annual Financial Report for the Town of Somewhere for fiscal year 2013. We received the report in our office on October 4, 2013. **The report as submitted is not in compliance with the Department of Administration's minimum requirements for an acceptable annual financial report submission. The Annual report for fiscal year 2013 has not been accepted.**

The report as submitted has the following deficiencies:

- The report **did not have a signature** on the Elected Officials Page
- **Missing Reconciliation** of the Statement of Revenues, expenditures & changes in fund balances of governmental funds to the Statement of Activities
- **Missing Schedule** of Federal Grants/State grants, entitlements and shared revenues
- The total net position on the Government-wide Statement of Net Position **do not equal** ending net position on the Government-wide Statement of Activities (both governmental and business-type activities)

Please correct and resubmit the statements above including the Elected Official Page with signature by Dec 31, 2013 to avoid any penalties. Thank you for your assistance in this matter. If you have any questions or need help with preparing your report, please contact our regional accountant Darla Erickson at 406-371-5627

Sincerely,
Monica Birlut, Accountant

Complete the steps to correct the report:

1. ***Sign the Elected Officials page**
2. **Complete the Reconciliation Page**
3. **Complete the schedule of Fed/State Grants**
4. ***Reconcile the GW Statements**
5. **Mail the above items to the Helena office Attn: Monica ~ AFR Review by Dec 31**



Cash Reconciliation

Should I submit my annual report in if my cash is not reconciled?

Yes ~ Send your report in and include the Schedule of Cash Receipts and Disbursements

ALL FUNDS						
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS - ALL FUNDS						
FISCAL YEAR ENDING JUNE 30, 2013						
Description	Cash balance 7/1/2012	Receipts	Transfers in	Disbursements	Transfers Out	Cash balance 6/30/2013
GENERAL	12,501.73	75,210.90		75,405.44		12,307.19
SPECIAL REVENUE FUNDS						
Park Fund	420.00					420.00
Planning	4,562.50					4,562.50
Fire Donations	18,534.08	22,434.65		4,997.63		35,971.10
Cemetery	7,413.85	175.00		6,793.85		795.00
Gas Tax	43,491.70	10,540.29		4,013.18		50,018.81
FEMA Grant	248.67					248.67
TOTAL SPECIAL REVENUE	95,822.45	33,412.52	0.00	15,934.66	0.00	113,300.31
CAPITAL PROJECTS FUNDS (list)						
Building Fund	70,389.97	1,016.25				71,406.22
Capital Projects	37,007.27	473.63		26,203.00		11,277.90
TOTAL CAPITAL PROJECTS FUNDS	107,397.24	1,489.88	0.00	26,203.00	0.00	82,684.12
ENTERPRISE FUNDS (list)						
Water	105,947.54	141,843.15		131,270.96		116,519.73
TOTAL ENTERPRISE FUNDS	105,947.54	141,843.15	0.00	131,270.96	0.00	116,519.73
TOTAL INTERNAL SERVICE FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
AGENCY - OTHER						
Claims fund	5,904.75		222,082.75	215,648.73		12,338.77
TOTAL TRUST AND AGENCY FUNDS	5,904.75	0.00	222,082.75	215,648.73	0.00	12,338.77
TOTALS (to be accounted for)	327,573.71	251,956.45	222,082.75	464,462.79	0.00	337,150.12



I was audited and my totals changed significantly ~ what should I do?

Send in amended pages to your annual financial report after you have made the audit adjustments in your software and updated your annual financial report.

This will ensure your next year's annual report beginning balances will reconcile to your prior annual report ending balance and audit report.

Software = Annual Report = Audit



► Questions.....



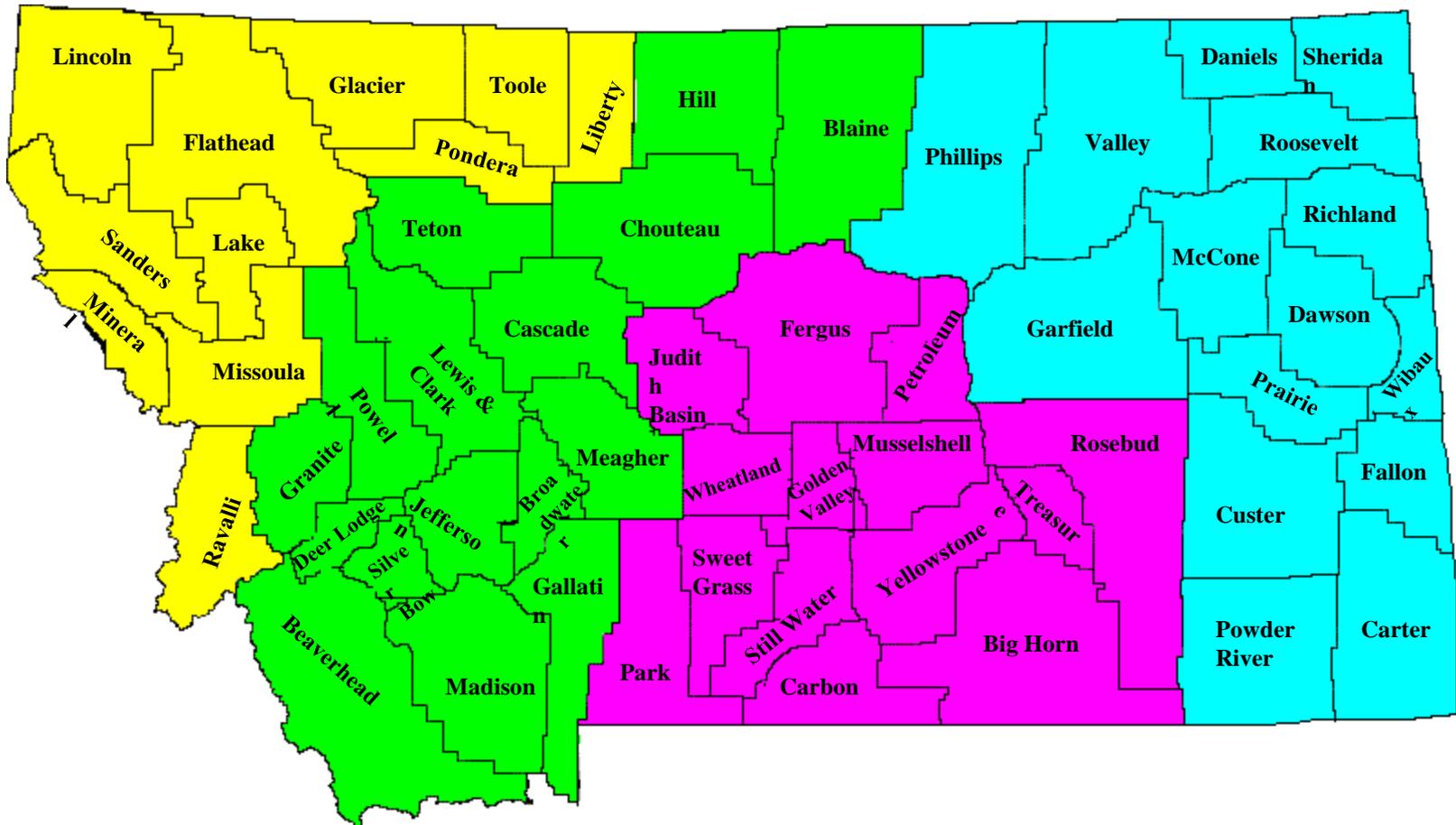
Local Government Services Bureau

- ▶ Website: <http://doa.mt.gov/lgsb>

- Accounting & Financial Reporting Section Staff:
 - **Eastern Area Fiscal Accounting Officers:**
 - Darla Erickson, Lead, Billings region ~ 371-5627
 - Tod Kasten, Circle region ~ 974-3377

 - **Western Area Fiscal Accounting Officers:**
 - Magda Nelson, Lead, Kalispell region ~257-5245
 - Miles Benton, Helena region ~ 841-2902

 - **Helena Staff Accountant/AFR Review:**
 - Monica Birlut, Helena ~ 841-2911



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