

PROPOSED

**Minutes of a Regular Meeting
Pittsfield Charter Township Board of Trustees, June 9, 2021
E.A. Jackson Morris Hall, The Robert A. Lillie Service Center
6201 W. Michigan Avenue, Ann Arbor, Michigan 48108**

Members Present: Anzaldi, Scribner, Jaffer, Krone, Urda-Thompson
Members Absent: Grewal, Edwards-Brown
Others Present: Deputy Clerk Lyn Sebestyen, Director Matt Harshberger,
Assessor Barb McDermott, Park Commission Chair Theresa
Tupacz, Director Tracy Watkins, Director Jessica West, Engineer
Mark Pascoe, Nathan Baldermann, Christina Lirones, Chris
Stearns, Mike Klein, Markus Mobius, Drew Saunders, Matthew
Best, Rebecca Schwartz-Bishir, Dave Przygoda, Gaz Ismail

1. Call Meeting to Order

Clerk Anzaldi called the meeting to order at 6:30 p.m. A quorum was present.

2. Pledge of Allegiance

Led by Clerk Anzaldi.

3. Roll Call

Members Present: Anzaldi (meeting remotely at Pittsfield Township)
Scribner (meeting remotely at Pittsfield Township)
Jaffer (meeting remotely at Pittsfield Township)
Krone (meeting remotely at Pittsfield Township)
Urda-Thompson (meeting remotely at Pittsfield Township)
Members Absent: Grewal, Edwards-Brown

3.1 Approval of the Agenda

Moved by Trustee Krone, supported by Trustee Urda-Thompson, to elect Clerk Anzaldi as Chair Pro Tem for the June 9, 2021 meeting.

MOTION CARRIED

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to approve the agenda as submitted.

Trustee Krone requested to add an item to Consider Park Commission Resolution #21-02 and take other action as necessary. Clerk Anzaldi added the item to 13.1.

Treasurer Scribner requested to remove item 8.3. Clerk Anzaldi moved item 8.3 to 13.2.

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson to approve the agenda as amended.

MOTION CARRIED

4. Public Comment I

Park Commission Chair Theresa Tupacz thanked the Board for adding item 13.1 to the agenda. She provided the Board the Park Commission Recommendation on Waters/Oak Valley Park Site, which will be attached to Park Commission minutes.

Christina Lirones, 151 E. Textile, thanked Trustee Urda-Thompson for visiting the Pittsfield Preserve to review requested No Thru Truck sign locations on Campbell, Payeur, Morgan, and Stone School Roads. She emphasized that the ordinance cannot be enforced without those signs. She is grateful that her request is moving forward, and is astonished that her request took so long for the Board to act on.

Mike Klein, 2321 Windmill Way, expressed concern about the Public Safety Millage Renewal. He believes many residents were shocked by the millage increase amount. He asked how the portion of the General Fund currently being used for Public Safety expenses would be re-allocated with an increased and renewed Public Safety Millage. He advocated for having the millage renewal question placed on a General Election ballot and separating the millage renewal question from a millage increase question.

Chris Stearns requested the Board postpone funding Lillie Park and Montibeller Park improvements. He asked the Board to focus on securing a park for the northwest corridor of the Township. He expressed support for a new park on Waters/Oak Valley.

Markus Mobius expressed disappointment at the Township's handling of development decisions for a park at Waters/Oak Valley. He criticized the decision to rezone the Waters/Oak Valley section of the Township through the most recent Master Plan amendments as well as the Township paying \$1,000,000 for the Waters/Oak Valley parcel. He is wary of upcoming Master Plan amendments and felt the public was not adequately informed about the exact changes being proposed, resulting in lack of public feedback. He expressed concern that these upcoming amendments will pass without residents' knowledge and approval, and will impact them negatively.

4.1 Board Response to Public Comment I

Clerk Anzaldi understood the frustration expressed regarding Waters/Oak Valley. She takes the Park Commission recommendations regarding Waters/Oak Valley very seriously, and her belief is that recommendations from the Park Commission, as the elected body charged with overseeing Township Parks, should take priority.

5. Approval of Minutes

5.1 Approve the Minutes of the Regular Meeting held on May 26, 2021

Moved by Trustee Krone, supported by Trustee Jaffer, to approve the minutes of the regular meeting held on May 26, 2021.

MOTION CARRIED

6. Public Hearings/Presentations/Proclamations

6.1 Proclamation Declaring June as Pride Month in Pittsfield Charter Township

Clerk Anzaldi presented the Proclamation Declaring June as Pride Month in Pittsfield Charter Township.

6.2 Presentation of the 2020 Comprehensive Annual Financial Report, Nathan Baldermann

Nathan Baldermann presented to the Board the 2020 CAFR (see Attachment 1).

Clerk Anzaldi asked if a single audit is only required when the Township receives federal funding, which Nathan Baldermann confirmed.

7. Communications

7.1 Communications

Moved by Trustee Krone, supported by Treasurer Scribner, to receive and file communications.

MOTION CARRIED

8. Consent Agenda

8.1 Approve payment of Accounts Payable checks #38653 through #38752 in the amount of \$1,096,769.32

8.2 Approve payment of Payroll Payables checks #1379 through #1384 in the amount of \$4,112.36

8.3 Item moved to 13.2

8.4 Approve payment to Consultants for Community Development General Services & Dues in the amount of \$13,231.83

8.5 Approve payment to Consultants for UMS General Services in the amount of \$18,924.95

8.6 Approve the application for additional credited service through the Municipal Employees Retirement System (MERS) for Barbara McDermott, with the entire cost of the purchase of time to be funded by Ms. McDermott

8.7 Receive the May 2021 Republic Services Rubbish Collection Report

8.8 Receive the June 9, 2021 Personnel Report

Moved by Trustee Jaffer, supported by Treasurer Scribner, to approve consent agenda items 8.1 through 8.8 except 8.3.

MOTION CARRIED

9. Items from the Treasurer

None

10. Items from the Clerk

10.1 Adopt a Resolution to Recommend Approval of Liquor License Application for Zone Entertainment, Resolution #21-28

Moved by Treasurer Scribner, supported by Trustee Jaffer, to adopt a Resolution to Recommend Approval of Liquor License Application for Zone Entertainment, Resolution #21-28.

Clerk Anzaldi noted that this is the last quota liquor license for the Township. Additional liquor licenses are awarded when the Liquor Control Commission reviews the 2020 Decennial US Census survey results.

Trustee Krone asked for background on Zone Entertainment.

Gaz Ismail of Zone Entertainment specified that the business will offer food, arcade games, indoor go-karts, bumper cars, and laser tag for all ages.

Treasurer Scribner asked about serving alcohol in the presence of minors.

Mr. Ismail said alcohol would be served in a comparable manner to an Applebee's, and would be segregated from the bumper cars, go-karts, and arcade.

Treasurer Scribner asked if Zone Entertainment is a chain franchise.

Mr. Ismail clarified that Zone Entertainment is his original business idea.

ROLL CALL:

AYES: Anzaldi, Scribner, Jaffer, Krone, Urda- Thompson

NAYS: None

ABSENT: Grewal, Edwards-Brown

ABSTAIN: None

MOTION CARRIED

Mr. Ismail thanked the Board for their support.

11. Items from the Supervisor

11.1 Authorize the Supervisor and Clerk to enter into a Permitted Facilities Agreement with BP River Rouge Pipeline Company LLC (BP) for the construction of a non-motorized path through BP's property, subject to Township Attorney approval

Moved by Treasurer Scribner, supported by Trustee Krone, to authorize the Supervisor and Clerk to enter into a Permitted Facilities Agreement with BP River Rouge Pipeline Company LLC (BP) for the construction of a non-motorized path through BP's property, subject to Township Attorney approval.

Treasurer Scribner asked for location clarification.

Engineer Mark Pascoe clarified that item 11.1 is tied to the Platt Road Greenway Phase II (PRGP II) project, south of Michigan Avenue on the west-side of the road, approximately at the Warner Creek area. He stated that the agreement is to allow construction of PRGP II across an existing pipeline.

MOTION CARRIED

- 11.2 Authorize the Supervisor and Clerk to enter into an Agreement with A. R. Brouwer LLC (Brouwer) of Dexter, Michigan, low bidder, for Montibeller Park Phase I Improvements for a cost not to exceed \$1,454,500 including contingency, subject to Township Attorney approval**

Moved by Treasurer Scribner, supported by Trustee Krone, to authorize the Supervisor and Clerk to enter into an Agreement with A. R. Brouwer LLC (Brouwer) of Dexter, Michigan, low bidder, for Montibeller Park Phase I Improvements for a cost not to exceed \$1,454,500 including contingency, subject to Township Attorney approval.

Park Commission Chair Tupacz stated that item 11.3 is to replace the full parking lot. Item 11.2 is split into two phases to incorporate grant monies awarded by the Department of Natural Resources, and the main cost factor is the Pavilion.

MOTION CARRIED

- 11.3 Authorize the Supervisor and Clerk to enter into an Agreement with Nagle Paving Company (Nagle) of Novi, Michigan, low bidder, for Lillie Park Parking Lot Rehabilitation for a cost not to exceed \$382,407.50 including contingency, subject to Township Attorney approval**

Moved by Treasurer Scribner, supported by Trustee Jaffer, to authorize the Supervisor and Clerk to enter into an Agreement with Nagle Paving Company (Nagle) of Novi, Michigan, low bidder, for Lillie Park Parking Lot Rehabilitation for a cost not to exceed \$382,407.50 including contingency, subject to Township Attorney approval.

MOTION CARRIED

12. Unfinished Business

None

13. New Business

- 13.1 Consider Park Commission Resolution #21-02 and take other action as necessary**

Moved by Trustee Krone, supported by Trustee Jaffer, to consider the received Park Commission Resolution #21-02 Requesting the Park Director Vacant Position be Filled Expeditiously.

Trustee Krone recognized in the resolution that the position has been vacant for six months, and also acknowledged the financial burden of not having a Park Director.

Trustee Urda-Thompson supported Park Commission Resolution #21-02. She advocated for implementation of the requests in the resolution.

Trustee Jaffer expressed his support for Park Commission Resolution #21-02.

Treasurer Scribner believes having a Park Director is very important financially, which is her reasoning for moving item 8.3 to allow Board discussion. Without a Director, the Park Commission's budget is being heavily drained despite how frugal they are while trying to improve Township Parks for the community.

Clerk Anzaldi acknowledged that the Park Commission is working very hard and is suffering by not having a Park Director. She reviewed the five requests outlined in the resolution.

Trustee Krone and Treasurer Scribner asked if passing the motion as-is would implement the requests in the resolution.

Clerk Anzaldi suggested a friendly amendment to the motion.

Moved by Trustee Krone, supported by Trustee Jaffer, to support and implement the recommendations stated in Park Commission Resolution #21-02, including hiring the Park Director, updating the job description, having the Park Commission involved in the hiring process, granting the Park Commission the ability to assist with performance reviews, and adding the Park Commission to the Township Organizational Chart.

MOTION CARRIED

13.2 Approve payment to Consultants for Parks and Recreation General Services in the amount of \$8,679.96

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to approve payment to Consultants for Parks and Recreation General Services in the amount of \$8,679.96.

Treasurer Scribner asked how \$8,679.96 is being spent. She was alarmed by the cost of 13.2 as well as the cost of a similar item that passed in March 2021. She asked if the cost is tied to the absence of a Park Director.

Clerk Anzaldi noted that while having a Park Director is very important, hiring a new Park Director does not necessarily alleviate these high expenditures.

Engineer Pascoe stated the breakdown of expenditures for the \$8,679.96 can be found in the Board packet under Consent Agenda. \$398 is to compensate Engineer Pascoe for his time assuming responsibilities normally handled by a Park Director. The remaining amount is tied to items 11.2 and 11.3. He expressed concern over the absence of a Park Director and how that has impacted Township Park projects.

MOTION CARRIED

14. Liaison Reports

None

15. Public Comment II

Park Commission Chair Tupacz thanked the Board for their support and action to help implement Park Commission Resolution #21-02.

15.1 Board Response to Public Comment II

None

16. Adjournment

Moved by Trustee Krone, supported by Trustee Urda-Thompson, to adjourn the meeting at 8:11 p.m.

MOTION CARRIED

Rita K. Lee, Recording Clerk
Pittsfield Charter Township

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Mandy Grewal, Supervisor
Pittsfield Charter Township

**Pittsfield
Charter
Township,
Michigan**



**Year Ended
December 31,
2020**

**Comprehensive
Annual Financial
Report**

Mandy Grewal, Ph.D., Township Supervisor

Tracy Watkins, Finance Director

Prepared by: Finance Department

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

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INTRODUCTORY SECTION

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Month //, 2021

To the Honorable Board of Trustees of Pittsfield Charter Township:

State law requires that all local governments, subject to certain size criteria, publish within six months of the close of each fiscal year a complete set of financial statements presented in conformance with generally accepted accounting principles (GAAP) and audited in conformity with auditing standards generally accepted in the United States of America by a firm of licensed certified public accountants. Pursuant to those requirements, we hereby issue the comprehensive annual financial report for Pittsfield Charter Township for the fiscal year ended December 31, 2020.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal controls should not exceed the anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Rehmann Robson, Certified Public Accountants, has issued an unmodified ("clean") opinion on the Township's financial statements for the year ended December 31, 2020. The independent auditors' report is located at the front of the financial section of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditors' report and provides a narrative introduction, overview, and analysis of the basic financial statements. The MD&A complements this letter of transmittal and it should be read in conjunction with it.

Profile of the Government

Organized in 1834 and chartered in 1972, Pittsfield Charter Township, which is approximately 28 square miles with a population of 40,360, bridges the territory between the City of Ann Arbor and the City of Saline. Pittsfield Charter Township has the second largest tax base in Washtenaw County, second only to the City of Ann Arbor. Pittsfield has an outstanding Department of Public Safety which extends fire and police protection to all township residents with a response rate of 5 minutes or less. Pittsfield also provides rubbish collection and recycling, public water and sanitary sewer services. With about 1,200 acres of public park land, Pittsfield offers numerous recreational activities for youth, adults and seniors along with offering an outstanding variety of park and open spaces increasingly accessible by non-motorized amenities.

Pittsfield Charter Township is a vibrant community with a wide spectrum of land uses including commercial corridors, business parks, agricultural lands, park land, open spaces, and many strong residential neighborhoods representing a variety of housing options. The true hallmark of the Township, however, is the diversity and talent of its residents. Pittsfield is bordered by the three communities of Ann Arbor, Saline, and Ypsilanti. Pittsfield is uniquely poised to take advantage of the density supported by its proximity to these communities while simultaneously providing for existing larger-scale agricultural, residential, commercial, and business use developments. Leveraging the existing mix of urban, suburban, and rural influences, along with the various mixture of land uses and its demographic diversity, Pittsfield has taken a leadership role in establishing a new standard for mainstreaming non-motorized transportation, dense mixed-use, green/open space preservation and infill development within a township context.

Pittsfield Township has operated under the charter township form of government since 1972. A charter township status is a special township classification created by the Michigan Legislature in 1947 to provide additional powers and streamlined administration for governing a growing community. Pittsfield Township government is conducted by a township board consisting of seven members – a supervisor, clerk, treasurer, and four trustees - who are elected by Township residents.

Procedures for the Township's financial administration, such as budgets, accounting, investments and deposits, are closely regulated by the State. Township meetings must comply with Michigan's Open Meetings Act (*MCL 15.261-15.275*), and Township records must be stored and made available in conformance with specific laws, such as the Freedom of Information Act (*MCL 15.231-15.246*). The Charter Act (*MCL 42.1 - 42.34*) gives charter townships broad powers to enact and enforce a variety of ordinances. Zoning ordinances enacted under the Michigan Zoning Enabling Act (*MCL 125.3101 - 125.3702*) give townships the authority to regulate land use, while many other specific ordinances control activities that infringe on the rights of citizens. The Michigan Constitution and state statutes also limit the amount of property tax millage that townships can levy for general township operations. Charter townships may levy up to five mills. Townships also utilize other sources of revenue to support services. User fees, permits, fines and special assessments on real property are the most frequently used sources.

All powers of the Township shall be vested in and all matters of policy of the Township shall be exercised and determined by the Township board of trustees. The Township board typically holds two regular meetings per month. The Township board is the Township's legislative and policy making body. The Township board is responsible for adopting the annual budget, contracts, laws, ordinances and resolutions; approving purchases; and granting permits and license terms. Board members are elected at large to a four year term, and general elections are held in November of a Presidential election year. The Township board serves as the direct citizen's link to Township Hall.

The Township board appoints all boards, committees and commissions except for the Parks & Recreation Commission Board, which is independently elected. Statutorily, the Township supervisor, clerk and treasurer appoint their deputies. The government's three full-time elected officials (supervisor, clerk, and treasurer) are responsible for carrying out the policies and ordinances of the Township board, for supervising the day-to-day operations of the government, and for appointing the heads of the government's various operating departments.

The Township is also financially accountable for a legally separate entity, which is reported separately within the Townships' financial statements. Additional information on this legally separate entity can be found in the notes to the basic financial statements.

Pittsfield Township operates on a calendar year fiscal cycle. For its regular budget development schedule, the Charter Township Act provides that the Township must conduct a budget public hearing by December 15 or earlier, and adopt the budget by December 31 of the year preceding the calendar year for which the budget is being prepared. Concurrent with budget adoption, the Township board is required to provide for a tax levy necessary to meet the budget expenditures up to the authorized charter millage of the Township. This annual budget serves as the foundation for the Township's financial planning and control. The budget is prepared by fund, department, and function. The Township supervisor is authorized to approve transfers of budgetary funds within a cost center, excluding wages, salaries, overtime and fringes, in consultation with the effected department director and/or the Finance Director.

Factors Affecting Economic Condition

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the environment within which the Township operates as described below:

Local economy

Many municipalities in Michigan are struggling to address the fundamental flaws in the existing local government financing system. The combined effects of Proposal A and the Headlee Amendment caps a township's ability to generate revenue at the rate of inflation, while the cost of providing services continues to increase faster than inflation. The state and federal government also limit a township's ability to raise non-tax revenue.

The Township's 2020 ad valorem taxable valuation of \$2,008,203,009 represents a 4.17% increase from 2019. The ratio of total township tax collections to date for tax year 2020 (current and delinquent) to the current tax levy is 99.75%.

The State of Michigan is currently in the midst of a fundamental economic shift from a manufacturing base to a new economy. Many national forces are also having a profound impact on the State: a slowing national economy, the foreclosure crisis and volatile energy costs. While many would view this as a time to forego various projects, Pittsfield Township is moving forward on ensuring the economic health and vitality of the Township's future.

Long-term financial planning

Pittsfield Township continues to refine and update its financial forecast model to address changes and trends identified. By seeing what potential outcomes are available, the Township can position itself to more adequately deal with its future.

Relevant financial policies

The Township has recently reviewed some of its financial policies and procedures and made changes to ensure that adequate controls are in place. The Township is constantly undergoing a review of its current water and sewer rates in order to develop a long-term rate track plan. The plan will help to ensure the financial stability of the water and sewer utilities. The Township is in the process of evaluating outstanding debt generated from utility capital improvement projects and exploring what potential savings can be recognized.

Major initiatives

The Township, in 2019 commence the construction of the Platt-Textile Greenway (PTG) project. This project will connect over six miles of existing greenways within Pittsfield Township. PTG will provide area residents with seamless non-motorized connectivity to nearly 600 acres of recreational, historic, and administration facilities. This pathway will consist of a ten foot wide pathway on the south side of Textile Road. In 2018, the construction phase commenced, in conjunction with a Michigan Department of Transportation (MDOT) funded project to pave Textile Road between Hines Drive and Michigan Avenue. The Township has received a Transportation Alternatives Program (TAP) grant in the amount of \$800,000 for the design and construction of PTG. The Township was also awarded a grant through the Washtenaw County Parks & Recreation Commission (WCPAC) in the amount of \$250,000 for this project with the remainder of the cost will be funded by Township General Fund. This project was completed with restoration of the construction site in fall of 2020. The total cost of this project is \$1.81 million.

In 2019, the Township was awarded a pass through grant from the Southeast Michigan Council of Governments (SEMCOG). This grant, for \$46,500 is for activities related to the restoring the Lake Erie Corridor through Green Streets Project, funded by the U.S. Environmental Protection Agency (USEPA). The Townships application is for a green infrastructure project on Textile Road adjacent to the Pittsfield Preserve, Marsh View Meadows Park and the Platt Road Textile Greenway. In addition, to this grant, the Township will be using funds from the Tree Mitigation Fund to complete this project. This project involves restoring the corridor by creating a natural landscape by utilizing native plants based on historical records. Along the corridor, the Township will be installing a rain garden and bio swales to improve water quality by collecting and slowing the flow of water, allowing harmful materials to settle out before entering sensitive ecosystems and waterways. The garden and swales can also reduce flood risk, improve air quality, and improve a habitat for beneficial birds and insects. The total cost estimate for this project is \$100,000 with a year to date amount spent thus far is approximately \$25,000. Due to the COVID-19 pandemic, part of this project has been placed on hold, however, the rain garden was installed and planting of the native plants will begin in the Spring of 2021.

On December 11, 2019, the Township authorized the construction of a Mid-Block Crossing located on Packard Road between Hawks and Torrey Roads. Keeping consistent with the other Mid-Block Crossings around the township, this crossing consists of a mast arm structure spanning high above Packard Road, calling attention to the pedestrians crossing below. This crossing features an illuminated crosswalk; push button activation of Rectangular Rapid Flashing Beacon's (RRFB) providing advance notice to oncoming motorist of a pedestrian(s) crossing the road. Also installed is a refuge island in the center left-turn lane providing a safe location for a pedestrian to pause when waiting for additional traffic to clear. This project is partially funded with a Community Development Block Grant (CDBG) of \$198,315 with the remaining amount funded by General Fund. The total cost of the project is \$242,803.

In March of 2020, Pittsfield Charter Township received an awarded of \$1,072,747 in federal funding through the Transportation Alternatives Program (TAP) offered in cooperation by the Southeast Michigan Council of Governments (SEMCOG) and the Michigan Department of Transportation (MDOT). This project, know as the Platt Road Greenway Phase II (PRGII), will be the first constructed 10' greenway south of Michigan Avenue in Pittsfield Township to connect thousands of area residents to the southern-most (Wall) park in our community. The first greenway Pittsfield installed, over a decade ago, was the Platt Road Greenway along Platt Road between Ellsworth and Michigan Avenue, which connects to the Township's most visited (Lillie) park. This second phase extends the 10' wide paved pathway south of Michigan along Platt Road between Michigan Avenue and Wall Park (south of Merritt Road and north of Bemis Road). It will add two mid-block crossings at Township Hall and at Wall Park with mast arm LED crosswalk illumination and Rapid Flashing Beacons. In December 2020, the Township was also awarded a grant through the Washtenaw County Parks & Recreation Commission (WCPAC) in the amount of \$250,000 for construction. The remainder funding source will come from Township's General Fund. This Project will start in July/August of 2021 with a completion date of November 2021. The total estimate of this project is approximately \$2.3 Million.

As Pittsfield Township continues to enhance its multi-modal network, the addition of a greenway south of Michigan Avenue by way of PRGII assists in meeting its goal. By providing non-motorized amenities to the many residents in the area that are looking to age in place or reside in multi-unit housing while having access to recreational, cultural, public, commercial, and open spaces. The ultimate goal, as always, for Pittsfield Township remains to enhance the quality of life for all in our community.

Awards and Acknowledgements

<http://pittsfield-mi.gov/awards>

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to Pittsfield Charter Township for its comprehensive annual financial report (CAFR) for the fiscal year ended December 31, 2019. This is the tenth consecutive year that the Township has received this prestigious award. In order to be awarded a Certificate of Achievement, the government had to publish an easily readable and efficiently organized CAFR that satisfied both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current CAFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

In 2020, Pittsfield Charter Township was once again, recognized for its successes and efforts in contributing to Michigan's entrepreneurial growth and economic development in the annual eCities study conducted by researchers at iLabs, the University of Michigan-Dearborn's Center for Innovation Research. The program uniquely researches factors that contribute to economic success at the local level. Pittsfield Charter Township was selected, for the fourth consecutive year, as one of a handful in the state, to receive the highest designation of being a 5-star Best Practices Community for clearly identifying and implementing a vision to foster economic success, including articulating a place making strategy. This is the sixth consecutive year that the Township has received this award.

Pittsfield Township was awarded in November 2019, a Gold Certification in the Michigan Green Communities Challenge for commitment to sustainability. Michigan communities were honored in the statewide Michigan Green Communities Challenge for commitment to sustainability projects, from green infrastructure improvements to renewable energy projects. This is the third year that the Township has received this award. Program benefits include creating a roadmap for sustainability initiatives; establishing benchmarks for your community's progress toward sustainability initiatives; and the motivation of comparing and competing with other Michigan communities.

In May 2018, Pittsfield Charter Township was awarded the Michigan Employee Support of the Guard and Reserve (ESGR) Pro Patria Award for exemplary support of township employees who serve in the National Guard or Reserves. The ESGR, a U.S. Department of Defense program, has been recognizing exceptional support and treatment of guard and reserve members and their families by employers. The Pro Patria Award is the highest that can be bestowed by the Michigan ESGR Committee. It is presented annually to the public sector employer in each state that has demonstrated the greatest support to guard and reserve employees through their leadership and practices, including adopting personnel policies that make it easier for employees to participate in the National Guard and Reserves.

Pittsfield Township has been named, in the Niche.com annual list of the Best Places to Live in 2017, as the 8th most desirable community in the State of Michigan. The best places to live ranking provides a comprehensive assessment of the overall livability of an area. This ranking takes into account several key factors of a location, including the quality of local schools, crime rates, housing trends, employment statistics and access to amenities in an attempt to measure the overall quality of an area.

In March 2016, Pittsfield Charter Township was ranked among the top 50 safest places to live in the State of Michigan, coming in at #40.

The Southeast Michigan Council of Governments (SEMCOG) selected Pittsfield Charter Township to receive the Sustainable Community Leader Award at the gold level in December 2014. Pittsfield is the first community in Washtenaw County and the 14th in southeast Michigan to receive this award and distinction. This award recognizes SEMCOG member communities that are incorporating sustainable practices.

For local governments, sustainability is about achieving economic prosperity while protecting the environment and providing a high quality of life for residents. SEMCOG supported initiatives help local governments achieve and maintain sustainability along economic, fiscal, environmental, place making, and accessibility parameters.

In addition, Pittsfield Township Parks and Recreation received its third Marketing Award for Best Single Brochure for Fall 2012 and Winter 2013 from the Michigan Recreation and Park Association (MRPA) on March 1, 2013.

The MRPA honors exemplary parks and recreation professionals and citizen advocates through the Association's annual awards. Honorees embody the core values of the profession, demonstrate the highest level of performance in their job duties and maintain a tremendous commitment to MRPA and its membership. Marketing Awards honor outstanding promotional activities of members and agencies, recognizing single and special brochures, web sites, integrated marketing campaigns, videos and media advocates.

The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff of the accounting and administration departments. We wish to express our appreciation to all members of the departments who assisted and contributed to the preparation of this report. Credit also must be given to the governing township board for its unfailing support for maintaining the highest standards of professionalism in the management of Pittsfield Charter Township's finances.

Respectfully submitted,

Signature not included for security purposes

Mandy Grewal, Ph.D.
Township Supervisor

Tracy Watkins
Finance Director

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Government Finance Officers Association

Certificate of
Achievement
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in Financial
Reporting

Presented to

**Pittsfield Charter Township
Michigan**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

December 31, 2019

Christopher P. Morrell

Executive Director/CEO

Table of Organization



PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

LIST OF ELECTED AND APPOINTED OFFICERS

For the Year Ended December 31, 2020

Elected Officials

Mandy Grewal, Township Supervisor
Michelle L. Anzaldi, Clerk
Patricia Tupacz Scribner, Treasurer
Linda Edwards-Brown, Trustee
Gerald Krone, Trustee
Yameen Jaffer, Trustee
Andrea Urda-Thompson, Trustee

Appointed Officials

Lyn Sebestyen, Deputy Clerk
Orna Angus, Deputy Treasurer

Administration

Matthew Harshberger, Public Safety Director
Patricia Denig, Human Resources Director
Tracy Watkins, Finance Director
Kurt Weiland, Building Director
Barbara McDermott, Assessor
John Adams, Information Technology Director

FINANCIAL SECTION

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INDEPENDENT AUDITORS' REPORT

Month //, 2021

Board of Trustees
Pittsfield Charter Township
Ann Arbor, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of **Pittsfield Charter Township, Michigan** (the "Township"), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Independent Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on auditor judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Township's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Township, as of December 31, 2020, and the respective changes in financial position and where applicable, cash flows thereof and the respective budgetary comparisons for the general fund and the major special revenue fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and the schedules for the pension and other postemployment benefits plans, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The combining and individual fund financial statements and schedules, the introductory section, and the statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section and statistical tables have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued, under separate cover, our report dated **MONTH XX, 2021**, on our consideration of Pittsfield Charter Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township's internal control over financial reporting and compliance.

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MANAGEMENT'S DISCUSSION AND ANALYSIS

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Management's Discussion and Analysis

As management of Pittsfield Charter Township, Michigan (the "Township"), we offer readers of the Township's financial statements this narrative overview and analysis of the financial activities of the Township for the fiscal year ended December 31, 2020. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal.

Financial Highlights

• Total net position	\$ 74,058,383
• Change in total net position	5,036,446
• Fund balances, governmental funds	14,588,042
• Change in fund balances, governmental funds	2,179,682
• Unassigned fund balance, general fund	3,939,969
• Change in fund balance, general fund	126,642
• Bonded debt outstanding	8,995,080
• Change in bonded debt	(981,000)

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Township's basic financial statements. The Township's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the Township's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the remaining amount 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 is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Township that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Township include general government, public safety, public works, planning and zoning, and culture and recreation. The business-type activities of the Township are water and sewer.

The government-wide financial statements include not only the Township itself (known as the primary government), but also a legally separate entity for which the Township is financially accountable. Financial information for the Economic Development Corporation component unit is reported separately from the financial information presented for the primary government itself.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Management's Discussion and Analysis

Fund Financial Statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Township, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Township can be divided into three categories: governmental, proprietary, and fiduciary funds.

Governmental Funds. *Governmental funds* are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Township maintains numerous individual governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the general fund, public safety special revenue fund, and the local roads maintenance capital projects fund, all of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. The combining statements referred to earlier in connection with nonmajor and fiduciary funds are presented immediately following the required supplementary information.

The Township adopts an annual appropriated budget for its general fund and special revenue funds. Budgetary comparison statements or schedules have been provided for these funds to demonstrate compliance with the budgets.

Proprietary Funds. The Township has two types of proprietary fund. *Enterprise funds* are used to report the same functions presented as business-type activities in the government-wide financial statements, only in more detail. The Township uses an enterprise fund to account for its combined water and sewer operations, which is considered to be a major fund of the Township. *Internal service funds* are an accounting device used to accumulate and allocate costs internally among the Township's various functions. The Township uses an internal service fund to account for its insurance. Because this service predominately benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements.

Fiduciary Funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are *not* available to support the Township's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in 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*. This is limited to the management's discussion and analysis and schedules concerning the Township's progress in funding its obligation to provide pension and other postemployment benefits to certain employees.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Management's Discussion and Analysis

Government-wide Financial Analysis

As previously stated, net position may serve over time as a useful indicator of a government's financial position. In the case of the Township, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$74,058,383 at the close of the most recent fiscal year.

	Net Position					
	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
Assets						
Current and other assets	\$ 33,788,672	\$ 30,696,331	\$ 16,671,341	\$ 16,034,224	\$ 50,460,013	\$ 46,730,555
Capital assets, net	34,975,363	33,224,301	32,760,560	32,843,679	67,735,923	66,067,980
Total assets	68,764,035	63,920,632	49,431,901	48,877,903	118,195,936	112,798,535
Deferred outflows of resources	2,880,662	1,924,539	315,611	242,001	3,196,273	2,166,540
Liabilities						
Current liabilities	3,356,104	2,919,814	3,142,880	2,699,013	6,498,984	5,618,827
Long-term debt	7,295,397	7,433,087	5,529,078	6,162,399	12,824,475	13,595,486
Other noncurrent liabilities	10,684,362	11,602,308	960,620	1,045,504	11,644,982	12,647,812
Total liabilities	21,335,863	21,955,209	9,632,578	9,906,916	30,968,441	31,862,125
Deferred inflows of resources	16,209,690	14,081,013	155,695		16,365,385	14,081,013
Net position						
Net investment in capital assets	31,891,412	30,253,665	27,484,013	26,932,047	59,375,425	57,185,712
Restricted	5,565,754	4,425,236			5,565,754	4,425,236
Unrestricted (deficit)	(3,358,022)	(4,869,952)	12,475,226	12,280,941	9,117,204	7,410,989
Total net position	\$ 34,099,144	\$ 29,808,949	\$ 39,959,239	\$ 39,212,988	\$ 74,058,383	\$ 69,021,937

The largest portion of the Township's net position (80.2% or \$59,375,425) reflects its investment in capital assets (e.g., land and easements, construction in progress, buildings and improvements, infrastructure, and machinery and equipment) less any related debt used to acquire those assets that are still outstanding. The Township uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Township's net investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Township's net position (7.5% or \$5,565,754) represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* (12.3% or \$9,117,204) may be used to meet the government's ongoing obligations.

Governmental activities revenues increased by approximately 3.2% from the prior year, largely due to a slight increase to the taxable value of property tax collections, and Federal grants to assist with the Coronavirus (COVID-19) pandemic. Governmental activities expenses decreased by approximately 23.4% from the prior year, largely due to the COVID-19 pandemic, which halted the participation of program activities, building permits, and the closure of Township offices.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Management's Discussion and Analysis

Business-type activities revenues and expenses decreased slightly, by approximately 2.3% and 1.3%, respectively, from the prior year, remaining relatively consistent.

	Change in Net Position					
	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
Revenues						
Program revenues:						
Charges for services	\$ 6,956,001	\$ 6,684,247	\$ 13,897,985	\$ 13,283,992	\$ 20,853,986	\$ 19,968,239
Grants/contributions:						
Operating	429,217	700,137	-	-	429,217	700,137
Capital	618,820	879,011	582,960	1,514,063	1,201,780	2,393,074
General revenues:						
Property taxes	13,632,825	12,525,684	-	-	13,632,825	12,525,684
State shared revenue	3,302,224	3,311,753	-	-	3,302,224	3,311,753
Unrestricted investment earnings	102,235	156,733	68,641	100,846	170,876	257,579
Total revenues	25,041,322	24,257,565	14,549,586	14,898,901	39,590,908	39,156,466
Expenses						
General government	3,391,810	7,566,538	-	-	3,391,810	7,566,538
Public safety	11,934,564	13,653,191	-	-	11,934,564	13,653,191
Public works	3,165,932	3,363,362	-	-	3,165,932	3,363,362
Planning and zoning	615,807	669,289	-	-	615,807	669,289
Culture and recreation	1,542,958	1,759,681	-	-	1,542,958	1,759,681
Interest on debt	100,056	61,737	-	-	100,056	61,737
Water and sewer	-	-	13,803,335	13,985,622	13,803,335	13,985,622
Total expenses	20,751,127	27,073,798	13,803,335	13,985,622	34,554,462	41,059,420
Change in net position, before transfers	4,290,195	(2,816,233)	746,251	913,279	5,036,446	(1,902,954)
Transfers	-	(293,750)	-	293,750	-	-
Change in net position	4,290,195	(3,109,983)	746,251	1,207,029	5,036,446	(1,902,954)
Net position:						
Beginning of year	29,808,949	32,918,932	39,212,988	38,005,959	69,021,937	70,924,891
End of year	\$ 34,099,144	\$ 29,808,949	\$ 39,959,239	\$ 39,212,988	\$ 74,058,383	\$ 69,021,937

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Management's Discussion and Analysis

Financial Analysis of the Township's Funds

As noted earlier, the Township uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the Township's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Township's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Township's governmental funds reported combined ending fund balances of \$14,588,042, an increase of \$2,179,682 from the prior year. Approximately 27.0% of this total amount (or \$3,939,969) constitutes *unassigned fund balance*, which is available for spending at the government's discretion. The remainder of fund balance is nonspendable, restricted, committed or assigned to indicate that it is not available for new spending.

The general fund is the chief operating fund of the Township. At the end of the current fiscal year, the total fund balance of the general fund was \$5,645,311, of which \$3,939,969 was unassigned. As a measure of the general fund's liquidity, it may be useful to compare unassigned fund balance to total general fund expenditures and transfers out. Unassigned fund balance represents 28.8% of total general fund expenditures and transfers out. Overall, the fund balance of the general fund increased by \$126,642 for the year, resulting in the actual increase in fund balance exceeding the budgeted change by \$1,185,260.

Other factors affecting the general fund financial results for the year include:

- Total general fund revenues decreased approximately 4.5% compared to the prior year. Most of the general fund revenues are provided by property tax collections, which were higher by 4.19% compared to last fiscal year. However, due to the Coronavirus pandemic shut down in 2020, most services and programs were ceased, which largely contributed to the decrease in revenue. Another area of revenue reduction is the interest return on the Township investments, which showed a 38% decline from prior year.
- Total general fund expenditures decreased approximately 13% compared to the prior year. Most of the general fund expenditures decline was due to the re-allocation of personnel, diminished program expenses and a halt in hiring seasonal employees due to the shut down of Township offices and programs in response to the Coronavirus pandemic.
- The Township transferred \$6.0 million to the public safety special revenue fund to support its operations.

The public safety special revenue fund had an ending fund balance of \$3,149,256. This balance is an increase from the previous year of \$1,012,949 due to an increase in grant funds received from the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and a decrease in departmental expenditures and related personnel costs attributed by the COVID-19 pandemic. The Township previously elected to maintain these operations under a single separate fund to accurately reflect the true total costs of the public safety department and account for the related special-voted property tax millage.

The Local Roads Maintenance capital projects fund is used to account for the construction of local roads within the Township. The fund had expenditures of \$450,882 during the year that were financed by the issuance of a general obligation bond in the prior year.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Management's Discussion and Analysis

General Fund Budgetary Highlights

The Township takes an active role in monitoring all departmental needs and budget requests throughout the fiscal year. The Township will continue to find ways to reduce costs and still provide the essential services to the citizens of Pittsfield.

	Final Budget	Actual	Actual Over (Under) Final Budget	Percentage Over (Under) Final Budget
Revenues	\$ 13,475,646	\$ 13,824,163	\$ 348,517	2.59%
Expenditures	7,905,389	7,068,657	(836,732)	10.58%
Other financing sources (uses)	(6,628,875)	(6,628,864)	(11)	0.00%

Intergovernmental revenues were over budget by \$479,842 due to receipt of Coronavirus Aid, Relief, and Economic Security (CARES) Act funds. All other revenues were relatively consistent with the amended budget amounts.

Significant changes in original budgeted revenues to final amended budgeted revenues were largely due to a \$333,200 decrease in budgeted program revenue. This budget amendment was due to the state-wide shut down of activities due to the Coronavirus pandemic.

Expenditures were under the amended budget amounts. Some of the contributing factors were as follows:

	Final Budget	Actual	Actual Over (Under) Final Budget	Percentage Over (Under) Final Budget
Public works - Highways, streets and drains	\$ 1,499,931	\$ 1,175,975	\$ (323,956)	-21.60%

Public works expenditures were under budget for highways and streets. This was due to redirecting road projects to be funded through the Local Maintenance Bond.

Significant changes in original budgeted expenditures to final amended budgeted expenditures were largely due to a \$285,069 decrease in budgeted highways, streets and drains. This budget amendment was due to road projects being funded through bond funds related to the local maintenance program.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Management's Discussion and Analysis

Capital Asset and Debt Administration

Capital Assets. At the end of fiscal 2020, the Township had \$67,735,923 invested in a broad range of net capital assets including land and easements, construction in progress, buildings and improvements, infrastructure, and machinery and equipment.

	Capital Assets (Net of Depreciation)					
	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
Land and easements	\$ 25,595,400	\$ 25,437,573	\$ 379,578	\$ 379,578	\$ 25,974,978	\$ 25,817,151
Construction in progress	225,199		1,551,851	227,023	1,777,050	227,023
Buildings/improvements	938,212	1,015,660	316,437	348,081	1,254,649	1,363,741
Infrastructure	6,753,794	5,160,148	29,803,962	31,082,457	36,557,756	36,242,605
Machinery and equipment	1,462,758	1,610,920	708,732	806,540	2,171,490	2,417,460
Total capital assets, net	\$ 34,975,363	\$ 33,224,301	\$ 32,760,560	\$ 32,843,679	\$ 67,735,923	\$ 66,067,980

Major capital asset purchases during the current fiscal year included:

- 3 Chevrolet Tahoe's
- 1 Ford Fusion, 1 Grand Cherokee, and 1 Dodge Charger
- 1 Sunbelt Message Board
- Platt Road Greenway

Additional information on the Township's capital asset activity may be found in Note 5 of the notes to the financial statements.

Long-term Debt. At the end of the current fiscal year, the Township had total long-term debt (excluding compensated absences and unamortized premiums) outstanding of \$10,099,944, which is backed by the full faith and credit of the government.

	Outstanding Debt					
	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
General obligation bonds	\$ 3,664,000	\$ 4,000,000	\$ 5,331,080	\$ 5,976,080	\$ 8,995,080	\$ 9,976,080
Special assessments debt w/ government commitment	1,104,864	1,219,742	-	-	1,104,864	1,219,742
Total outstanding debt	\$ 4,768,864	\$ 5,219,742	\$ 5,331,080	\$ 5,976,080	\$ 10,099,944	\$ 11,195,822

The Township has an AA+ rating from Standard & Poor's on its general obligation bonds.

Additional information on the Township's long-term debt activity can be found in Note 8 of the notes to the financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Management's Discussion and Analysis

Economic Factors and Next Year's Budget and Rates

The Township's expenditure budget for next fiscal year is \$679,549 higher than the current year amended budget which includes \$736,280 of fund balance that will be used for capital expenditures. Revenues are budgeted to be \$451,887 higher. This increase in the revenue budget is due to a 6% growth in the Township's taxable value in property tax revenue for fiscal year 2021. As we have started our fiscal year 2021, we see budgeting in the era of COVID-19 requires consideration of a number of unprecedented variables, both in terms of revenues and expenditures - all while dealing with the day-to-day impacts of the Coronavirus pandemic. The Township will be facing budget amendments for the 2021 budget year as an extraordinary shut down continues, the economy and high unemployment rates bring significant challenges. The Township's goal is to preserve jobs with no reduction in service levels and will monitor expenses closely.

Contacting the Township's Management

This financial report is intended to provide our citizens, taxpayers, customers and investors with a general overview of the Township's finances and to show the Township's accountability for the money it receives. If you have questions about this report or need additional information, you are welcome to contact the Clerk's Office at (734) 822-3120.

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BASIC FINANCIAL STATEMENTS

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Net Position
December 31, 2020

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	Economic Development Corporation
Assets				
Cash and cash equivalents	\$ 24,469,080	\$ 13,727,648	\$ 38,196,728	\$ 8,952
Receivables	9,210,024	2,266,701	11,476,725	-
Internal balances	(69,642)	69,642	-	-
Other assets	179,210	607,350	786,560	-
Capital assets not being depreciated	25,820,599	1,931,429	27,752,028	-
Capital assets being depreciated, net	9,154,764	30,829,131	39,983,895	-
Total assets	68,764,035	49,431,901	118,195,936	8,952
Deferred outflows of resources				
Deferred pension amounts	2,572,126	226,342	2,798,468	-
Deferred other postemployment benefit amounts	308,536	34,736	343,272	-
Deferred charge on bond refunding	-	54,533	54,533	-
Total deferred outflows of resources	2,880,662	315,611	3,196,273	-
Liabilities				
Accounts payable	1,992,399	3,091,758	5,084,157	8,952
Accrued liabilities	1,284,373	51,122	1,335,495	-
Unearned revenue	79,332	-	79,332	-
Long-term debt:				
Due within one year	1,983,120	785,000	2,768,120	-
Due in more than one year	5,312,277	4,744,078	10,056,355	-
Other liabilities, due in more than one year:				
Net pension liability	9,853,944	867,129	10,721,073	-
Net other postemployment benefit liability	830,418	93,491	923,909	-
Total liabilities	21,335,863	9,632,578	30,968,441	8,952
Deferred inflows of resources				
Deferred pension amounts	1,171,759	103,113	1,274,872	-
Deferred other postemployment benefit amounts	467,050	52,582	519,632	-
Taxes levied but intended for subsequent period	14,570,881	-	14,570,881	-
Total deferred inflows of resources	16,209,690	155,695	16,365,385	-
Net position				
Net investment in capital assets	31,891,412	27,484,013	59,375,425	-
Restricted for:				
General government	386,459	-	386,459	-
Public safety	2,559,228	-	2,559,228	-
Public works	509,412	-	509,412	-
Culture and recreation	1,246,672	-	1,246,672	-
Debt service	664,440	-	664,440	-
Other governmental programs	199,543	-	199,543	-
Unrestricted (deficit)	(3,358,022)	12,475,226	9,117,204	-
Total net position	\$ 34,099,144	\$ 39,959,239	\$ 74,058,383	\$ -

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Activities

For the Year Ended December 31, 2020

Functions / Programs	Expenses	Program Revenues			Net (Expense) Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Primary government					
Governmental activities:					
General government	\$ 3,391,810	\$ 6,068,540	\$ 299,626	\$ -	\$ 2,976,356
Public safety	11,934,564	394,277	129,591	582,197	(10,828,499)
Public works	3,165,932	345,895	-	31,623	(2,788,414)
Planning and zoning	615,807	88,321	-	-	(527,486)
Culture and recreation	1,542,958	58,968	-	5,000	(1,478,990)
Interest on long-term debt	100,056	-	-	-	(100,056)
Total governmental activities	20,751,127	6,956,001	429,217	618,820	(12,747,089)
Business-type activities -					
Water and sewer	13,803,335	13,897,985	-	582,960	677,610
Total primary government	\$ 34,554,462	\$ 20,853,986	\$ 429,217	\$ 1,201,780	\$ (12,069,479)
Component unit					
Economic Development Corporation	\$ -	\$ -	\$ -	\$ -	\$ -

continued...

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Activities

For the Year Ended December 31, 2020

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	
Changes in net position				
Net (expense) revenue	\$ (12,747,089)	\$ 677,610	\$ (12,069,479)	\$ -
General revenues:				
Property taxes	13,632,825	-	13,632,825	-
State shared revenue	3,302,224	-	3,302,224	-
Unrestricted investment earnings	102,235	68,641	170,876	-
Total general revenues	17,037,284	68,641	17,105,925	-
Change in net position	4,290,195	746,251	5,036,446	-
Net position, beginning of year	29,808,949	39,212,988	69,021,937	-
Net position, end of year	\$ 34,099,144	\$ 39,959,239	\$ 74,058,383	\$ -

concluded.

The accompanying notes are an integral part of these basic financial statements.

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FUND FINANCIAL STATEMENTS

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Balance Sheet
Governmental Funds
December 31, 2020

	General	Public Safety	Local Roads Maintenance	Nonmajor Governmental Funds	Total Governmental Funds
Assets					
Cash and cash equivalents	\$ 11,464,646	\$ 4,977,048	\$ 491,642	\$ 6,361,078	\$ 23,294,414
Receivables:					
Accounts	430,298	324,136	101,944	520,029	1,376,407
Special assessments	-	-	-	483,912	483,912
Taxes	4,634,342	2,174,216	-	541,147	7,349,705
Due from other funds	52,588	734	-	37,776	91,098
Prepaid items	54,274	121,744	-	3,192	179,210
Total assets	\$ 16,636,148	\$ 7,597,878	\$ 593,586	\$ 7,947,134	\$ 32,774,746
Liabilities					
Accounts payable	\$ 513,751	\$ 171,708	\$ 10,748	\$ 336,571	\$ 1,032,778
Accrued liabilities	108,718	248,967	-	844,545	1,202,230
Due to other funds	41,144	290	2,789	46,734	90,957
Due to other governments	36,030	-	-	-	36,030
Escrow payable	682,196	-	-	8,387	690,583
Unearned revenue	41,018	38,314	-	-	79,332
Total liabilities	1,422,857	459,279	13,537	1,236,237	3,131,910
Deferred inflows of resources					
Unavailable revenue -					
Special assessments	-	-	-	483,913	483,913
Taxes levied but intended for subsequent period	9,567,980	3,989,343	-	1,013,558	14,570,881
Total deferred inflows of resources	9,567,980	3,989,343	-	1,497,471	15,054,794
Fund balances					
Nonspendable - prepaid items	54,274	121,744	-	3,192	179,210
Restricted for:					
General government	-	-	-	386,459	386,459
Public safety	-	-	-	2,556,036	2,556,036
Public works	-	-	-	509,412	509,412
Culture and recreation	-	-	-	1,246,672	1,246,672
Debt service	-	-	-	210,618	210,618
Capital improvements	-	-	580,049	-	580,049
Drug enforcement	-	-	-	-	-
Right of way	184,868	-	-	-	184,868
Police training grants	-	11,345	-	-	11,345
Donations	1,200	2,130	-	-	3,330
Committed for:					
Public safety	-	2,764,037	-	-	2,764,037
Capital projects	500,000	250,000	-	301,037	1,051,037
Budget stabilization	965,000	-	-	-	965,000
Unassigned	3,939,969	-	-	-	3,939,969
Total fund balances	5,645,311	3,149,256	580,049	5,213,426	14,588,042
Total liabilities, deferred inflows of resources and fund balances	\$ 16,636,148	\$ 7,597,878	\$ 593,586	\$ 7,947,134	\$ 32,774,746

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Reconciliation

Fund Balances of Governmental Funds to Net Position of
Governmental Activities
December 31, 2020

Fund balances - total governmental funds \$ 14,588,042

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 fund statement.

Capital assets not being depreciated 25,820,599
Capital assets being depreciated, net 9,154,764

Internal service funds are used by management to charge the costs of certain equipment
usage to individual governmental funds. The assets and liabilities of the internal service
funds are included in governmental activities in the statement of net position.

Net position of governmental Internal service fund 893,043
Portion of internal service fund net position
attributed to business-type funds (73,220)

Unavailable revenue is not a current financial resource and therefore is not
reported as revenue in the governmental funds.

483,913

Certain liabilities, such as bonds payable, are not due and payable
in the current period, and therefore are not reported in the funds.

General obligation bond and special assessment debt payable (4,768,864)
Unamortized premium on bonds (20,173)
Accrued interest on bond and special assessment debt payable (30,091)
Compensated absences (2,506,360)

Certain pension and other postemployment benefit-related amounts, such as the
net pension and other postemployment benefit liabilities and deferred amounts
are not due and payable in the current period or do not represent current financial
resources and therefore are not reported in the funds.

Net pension liability (9,853,944)
Deferred outflows related to the net pension liability 2,572,126
Deferred inflows related to the net pension liability (1,171,759)
Net other postemployment benefit liability (830,418)
Deferred outflows related to the net other postemployment benefit liability 308,536
Deferred inflows related to the net other postemployment benefit liability (467,050)

Net position of governmental activities \$ 34,099,144

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds

For the Year Ended December 31, 2020

	General	Public Safety	Local Roads Maintenance	Nonmajor Governmental Funds	Total Governmental Funds
Revenues					
Taxes and special assessments	\$ 8,129,773	\$ 4,545,979	\$ -	\$ 1,021,880	\$ 13,697,632
Licenses and permits	95,282	33,582	-	1,896,738	2,025,602
Intergovernmental	3,535,369	661,451	-	81,626	4,278,446
Charges for services	1,414,060	11,389	-	1,958,099	3,383,548
Fines and forfeitures	6,800	57,815	-	-	64,615
Franchise fees	498,414	-	-	-	498,414
Interest income	84,894	6,756	1,567	9,018	102,235
Donations	5,000	26	-	-	5,026
Other revenues	54,571	32,554	-	62,786	149,911
Total revenues	13,824,163	5,349,552	1,567	5,030,147	24,205,429
Expenditures					
Current:					
General government	3,246,973	-	-	31,401	3,278,374
Public safety	104,178	10,049,591	-	1,216,628	11,370,397
Public works	1,175,975	-	-	1,905,153	3,081,128
Planning and zoning	620,222	-	-	-	620,222
Culture and recreation	1,121,496	-	-	366,458	1,487,954
Contingencies	75,000	-	-	-	75,000
Debt service:					
Principal	336,000	-	-	114,878	450,878
Interest and fiscal charges	92,250	-	-	23,184	115,434
Capital outlay	296,563	214,010	450,882	584,905	1,546,360
Total expenditures	7,068,657	10,263,601	450,882	4,242,607	22,025,747
Revenues over (under) expenditures	6,755,506	(4,914,049)	(449,315)	787,540	2,179,682
Other financing sources (uses)					
Transfers in	-	6,000,000	-	701,866	6,701,866
Transfers out	(6,628,864)	(73,002)	-	-	(6,701,866)
Total other financing sources (uses)	(6,628,864)	5,926,998	-	701,866	-
Net change in fund balances	126,642	1,012,949	(449,315)	1,489,406	2,179,682
Fund balances, beginning of year	5,518,669	2,136,307	1,029,364	3,724,020	12,408,360
Fund balances, end of year	\$ 5,645,311	\$ 3,149,256	\$ 580,049	\$ 5,213,426	\$ 14,588,042

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Reconciliation

Net Change in Fund Balances of Governmental Funds to
Change in Net Position of Governmental Activities
For the Year Ended December 31, 2020

Net change in fund balances - total governmental funds \$ 2,179,682

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

Collection of special assessments levied in the prior years provides current financial gain in the funds, but do not affect net position. (14,041)

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.
Capital assets purchased/constructed 2,793,283
Depreciation expense (1,042,221)

Bond proceeds provide current financial resources to governmental funds in the period issued, but issuing bonds increases long-term liabilities in the statement of net position. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.
Principal payments on long-term debt 450,878

Accrued interest expense on bonds and the amortization of bond premiums and deferred losses are not recorded by governmental funds, but are reported under interest and fiscal charges for purposes of net position.
Change in accrued interest payable on bond and special assessment debt 13,137
Amortization of premium 2,241

Internal service funds are used by management to charge the costs of medical insurance to individual governmental funds. The net revenues (expense) attributable to those funds is reported with governmental activities.
Operating loss in internal service fund (14,892)
Interest income from governmental internal service fund 1,187
Internal service fund change in net position accounted for in business-type activities 1,110

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.
Change in the net pension liability and related deferred amounts 8,388
Change in net other postemployment benefit liability and related deferred amounts 226,872
Change in the accrual for compensated absences (315,429)

Change in net position of governmental activities \$ 4,290,195

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - General Fund

For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ 8,080,349	\$ 8,080,349	\$ 8,129,773	\$ 49,424
Licenses and permits	128,300	78,300	95,282	16,982
Intergovernmental	3,293,812	3,055,527	3,535,369	479,842
Charges for services	1,754,970	1,513,270	1,414,060	(99,210)
Fines and forfeitures	10,000	10,000	6,800	(3,200)
Franchise fees	590,000	590,000	498,414	(91,586)
Interest income	55,000	34,000	84,894	50,894
Donations	10,000	10,000	5,000	(5,000)
Other revenues	104,200	104,200	54,571	(49,629)
Total revenues	14,026,631	13,475,646	13,824,163	348,517
Expenditures				
General government:				
Township board	72,850	71,865	69,718	(2,147)
Township supervisor	145,650	140,635	139,809	(826)
Elections	275,506	301,724	291,517	(10,207)
Finance	367,175	349,825	349,273	(552)
Assessor	576,065	521,165	439,853	(81,312)
Township clerk	406,185	374,235	362,162	(12,073)
Community development	411,288	367,188	352,924	(14,264)
Human resources	380,093	337,386	300,214	(37,172)
Post employment services	185,000	220,000	213,266	(6,734)
Board of review	4,312	4,312	2,973	(1,339)
Administrative	286,000	226,994	195,882	(31,112)
Professional services	295,000	236,940	230,259	(6,681)
Township treasurer	517,468	509,568	481,074	(28,494)
Information technology	455,514	426,814	411,879	(14,935)
Building and grounds	213,600	196,600	160,837	(35,763)
Less: reimbursements	(845,000)	(963,500)	(754,667)	208,833
Total general government	3,746,706	3,321,751	3,246,973	(74,778)
Public safety -				
Property maintenance inspections	169,494	107,260	104,178	(3,082)
Public works -				
Highways, streets and drains	1,785,000	1,499,931	1,175,975	(323,956)

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - General Fund
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Expenditures (concluded)				
Planning and zoning -				
Municipal services	\$ 711,150	\$ 702,650	\$ 620,222	\$ (82,428)
Culture and recreation -				
Parks and recreation	1,391,622	1,238,467	1,114,670	(123,797)
Historical commission	19,250	12,670	6,826	(5,844)
Total culture and recreation	1,410,872	1,251,137	1,121,496	(129,641)
Contingencies	200,000	100,948	75,000	(25,948)
Debt service -				
Principal	336,000	336,000	336,000	-
Interest and fiscal charges	92,250	92,250	92,250	-
Total debt service	428,250	428,250	428,250	-
Capital outlay	420,000	493,462	296,563	(196,899)
Total expenditures	8,871,472	7,905,389	7,068,657	(836,732)
Revenues over expenditures	5,155,159	5,570,257	6,755,506	1,185,249
Other financing uses				
Transfers out	(6,057,875)	(6,628,875)	(6,628,864)	(11)
Net change in fund balance	(902,716)	(1,058,618)	126,642	1,185,260
Fund balance, beginning of year	5,518,669	5,518,669	5,518,669	-
Fund balance, end of year	\$ 4,615,953	\$ 4,460,051	\$ 5,645,311	\$ 1,185,260

concluded.

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Public Safety Special Revenue Fund
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ 4,486,364	\$ 4,486,364	\$ 4,545,979	\$ 59,615
Licenses and permits	45,000	45,000	33,582	(11,418)
Intergovernmental	76,000	709,740	661,451	(48,289)
Charges for services	30,400	30,400	11,389	(19,011)
Fines and forfeitures	145,000	95,000	57,815	(37,185)
Interest income	10,000	10,000	6,756	(3,244)
Donations	500	500	26	(474)
Other revenue	52,000	72,754	32,554	(40,200)
Total revenues	4,845,264	5,449,758	5,349,552	(100,206)
Expenditures				
Public safety	11,202,063	11,427,276	10,049,591	(1,377,685)
Capital outlay	296,531	215,018	214,010	(1,008)
Total expenditures	11,498,594	11,642,294	10,263,601	(1,378,693)
Revenues over (under) expenditures	(6,653,330)	(6,192,536)	(4,914,049)	1,278,487
Other financing sources (uses)				
Transfers in	6,000,000	6,000,000	6,000,000	-
Transfers out	-	(75,000)	(73,002)	(1,998)
Total other financing sources (uses)	6,000,000	5,925,000	5,926,998	(1,998)
Net change in fund balance	(653,330)	(267,536)	1,012,949	1,276,489
Fund balance, beginning of year	2,136,307	2,136,307	2,136,307	-
Fund balance, end of year	\$ 1,482,977	\$ 1,868,771	\$ 3,149,256	\$ 1,276,489

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Net Position
Proprietary Funds
December 31, 2020

	Business-type Activities - Water and Sewer Enterprise Fund	Governmental Activities - Medical Insurance Internal Service Fund
Assets		
Current assets:		
Cash and cash equivalents	\$ 13,727,648	\$ 1,174,666
Accounts receivable	2,266,701	-
Due from other funds	774	3,437
Inventory	453,807	-
Prepaid items	153,543	-
Total current assets	16,602,473	1,178,103
Noncurrent assets:		
Capital assets not being depreciated	1,931,429	-
Capital assets being depreciated, net	30,829,131	-
Total noncurrent assets	32,760,560	-
Total assets	49,363,033	1,178,103
Deferred outflows of resources		
Deferred pension amounts	226,342	-
Deferred other postemployment benefit amounts	34,736	-
Deferred charge on refunding	54,533	-
Total deferred outflows of resources	315,611	-
Liabilities		
Current liabilities:		
Accounts payable	2,675,962	233,008
Accrued liabilities	26,441	52,052
Accrued interest	24,681	-
Due to other funds	4,352	-
Escrow payable	415,796	-
Compensated absences, current portion	120,000	-
Bonds payable, current portion	665,000	-
Total current liabilities	3,932,232	285,060
Noncurrent liabilities:		
Net pension liability	867,129	-
Net other postemployment benefit liability	93,491	-
Compensated absences, net of current portion	77,998	-
Bonds payable, net of current portion	4,666,080	-
Total noncurrent liabilities	5,704,698	-
Total liabilities	9,636,930	285,060
Deferred inflows of resources		
Deferred pension amounts	103,113	-
Deferred other postemployment benefit amounts	52,582	-
Total deferred inflows of resources	155,695	-
Net position		
Net investment in capital assets	27,484,013	-
Unrestricted	12,402,006	893,043
Total net position	\$ 39,886,019	\$ 893,043

The accompanying notes are an integral part of these basic financial statements.

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Reconciliation

Net Position of Enterprise Funds
to Net Position of Business-type Activities
December 31, 2020

Net position - enterprise fund \$ 39,886,019

Amounts reported for *business-type activities* in the statement of net position
are different because:

Internal service funds are used by management to charge the costs of certain services
to individual governmental and enterprise funds. The net revenues (expense) of
the internal service funds are allocated to governmental and business-type activities.
Portion of internal service fund cumulative change in net position
attributed to enterprise fund.

73,220

Net position of business-type activities \$ 39,959,239

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Revenues, Expenses and Changes in Fund Net Position

Proprietary Funds

For the Year Ended December 31, 2020

	Business-type Activities - Water and Sewer Enterprise Fund	Governmental Activities - Medical Insurance Internal Service Fund
Operating revenues		
Charges for services	\$ 13,897,985	\$ 2,056,745
Operating expenses		
Personnel services	1,228,089	-
Materials and supplies	9,867,255	-
Contractual	188,798	-
Insurance	41,006	-
Maintenance	202,983	-
Benefits and insurance premiums	-	2,071,637
Other expense	687,566	-
Depreciation	1,448,637	-
Total operating expenses	13,664,334	2,071,637
Operating income (loss)	233,651	(14,892)
Nonoperating revenues (expenses)		
Interest income	68,641	1,187
Interest expense and fees	(137,891)	-
Total nonoperating revenues (expenses)	(69,250)	1,187
Income (loss) before contributions and transfers	164,401	(13,705)
Capital contributions - tap fees and other	582,960	-
Change in net position	747,361	(13,705)
Net position, beginning of year	39,138,658	906,748
Net position, end of year	\$ 39,886,019	\$ 893,043

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Reconciliation

Change in Net Position of Enterprise Funds
to Change in Net Position of Business-type Activities
For the Year Ended December 31, 2020

Change in net position - enterprise fund \$ 747,361

Amounts reported for *business-type activities* in the statement of activities
are different because:

Internal service funds are used by management to charge the costs of certain services
to individual governmental and enterprise funds. The current year change in
net position of the internal service fund is allocated to governmental and
business-type activities.

(1,110)

Change in net position of business-type activities

\$ 746,251

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Cash Flows

Proprietary Funds
For the Year Ended December 31, 2020

	Business-type Activities - Water and Sewer Enterprise Fund	Governmental Activities - Medical Insurance Internal Service Fund
Cash flows from operating activities		
Receipts from customers and users	\$ 13,602,091	\$ -
Receipts from interfund services	-	2,053,308
Payments to suppliers	(10,676,338)	(2,007,464)
Payments to employees	(1,225,899)	-
Net cash provided by operating activities	1,699,854	45,844
Cash flows from capital and related financing activities		
Principal paid on debt	(645,000)	-
Interest paid on debt	(130,966)	-
Purchase of capital assets	(1,365,518)	-
Cash contributions for tap fees	582,960	-
Net cash used in capital and related financing activities	(1,558,524)	-
Cash flows from investing activities		
Interest income received	68,641	1,187
Net change in cash and cash equivalents	209,971	47,031
Cash and cash equivalents, beginning of year	13,517,677	1,127,635
Cash and cash equivalents, end of year	\$ 13,727,648	\$ 1,174,666

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Cash Flows

Proprietary Funds
For the Year Ended December 31, 2020

	Business-type Activities - Water and Sewer Enterprise Fund	Governmental Activities - Medical Insurance Internal Service Fund
Cash flows from operating activities		
Operating income (loss)	\$ 233,651	\$ (14,892)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:		
Depreciation expense	1,448,637	-
Change in:		
Accounts receivable	(295,894)	-
Due from other funds	81,492	(3,437)
Inventory	(73,013)	-
Prepaid items	(145,193)	-
Deferred outflows of resources:		
Pension amounts	(99,710)	-
Other postemployment benefit amounts	16,185	-
Accounts payable	643,334	90,606
Accrued liabilities	3,225	(26,433)
Escrow payable	(199,702)	-
Due to other funds	4,352	-
Net pension liability	4,862	-
Net other postemployment benefit liability	(89,746)	-
Deferred inflows of resources:		
Pension amounts	103,113	-
Other postemployment benefit amounts	52,582	-
Compensated absences	11,679	-
Net cash provided by operating activities	\$ 1,699,854	\$ 45,844

concluded.

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Fiduciary Net Position

Fiduciary Funds
December 31, 2020

	Retiree Healthcare Trust	Custodial Funds Tax Collection Fund
Assets		
Cash and cash equivalents	\$ 424,000	\$ 5,933,703
Investments -		
MERS total market portfolio	12,458,063	-
Total assets	12,882,063	5,933,703
Liabilities		
Undistributed receipts	-	5,933,703
Net position		
Restricted for:		
Other postemployment benefits	\$ 12,882,063	\$ -

The accompanying notes are an integral part of these basic financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Changes in Fiduciary Net Position

Fiduciary Funds
December 31, 2020

	Retiree Healthcare Trust	Custodial Funds Tax Collection Fund
Additions		
Investment income:		
Net appreciation in fair value of investments	\$ 1,460,774	\$ -
Employer contributions	682,197	-
Taxes collected for other governments	-	81,322,600
Total additions	<u>2,142,971</u>	<u>81,322,600</u>
Deductions		
Benefit payments	230,998	-
Administrative expenses	19,741	-
Payments of taxes to other governments	-	81,322,600
Total deductions	<u>250,739</u>	<u>81,322,600</u>
Total net change in net position	1,892,232	-
Net position, beginning of year	<u>10,989,831</u>	<u>-</u>
Net position, end of year	<u>\$ 12,882,063</u>	<u>\$ -</u>

The accompanying notes are an integral part of these basic financial statements.

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NOTES TO FINANCIAL STATEMENTS

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of Pittsfield Charter Township, Washtenaw County, Michigan (the "Township") have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the Township's accounting policies are described below.

Reporting Entity

As required by generally accepted accounting principles, these financial statements present the government and its component unit, an entity for which the government is considered to be financially accountable. Blended component units, if any, although legally separate entities, are, in substance, part of the government's operations and so data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, are reported in a separate column in the government wide financial statements to emphasize that they are legally separate from the government.

Discretely Presented Component Unit

Pittsfield Township Economic Development Corporation (the "EDC") – The EDC, established pursuant to State statutes, was formed to assist economic activity in the Township, primarily through the issuance of tax-exempt bonds. The Township has no obligation to fund deficits of the EDC nor does it guarantee its debt. Members of the EDC's Board of Directors are appointed by the Township's Board of Trustees. Although the EDC does not otherwise meet the criteria for inclusion, the Township has determined that its exclusion would render the financial statements misleading. Separate financial statements are not issued for the EDC. Instead, the activities of the EDC are presented in the statements of net position and activities (and no adjustments are required for this accrual basis presentation).

Fiduciary Component Unit

The Pittsfield Charter Township Other Postemployment Benefit Plan (the "OPEB Plan") is a single-employer defined benefit postemployment healthcare plan established and administered by the Township to provide healthcare benefits to eligible retirees and their beneficiaries. The OPEB Plan is administered through the Retiree Healthcare Trust. The Township is financially accountable for the OPEB Plan, as it is obligated to make employer contributions. Plan provisions are established and may be amended by the Charter Township Board of Trustees, subject to the Township's various collective bargaining agreements.

Government-wide and Fund Financial Statements

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

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

■ Notes To Financial Statements

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

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

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

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

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

Property taxes, state shared revenue, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The Township reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those accounted for and reported in another fund.

The *public safety special revenue fund* accounts for the public safety millage revenue and related expenditures.

The *local roads maintenance capital projects fund* accounts for and reports on financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets related to local road projects.

The government reports the following major proprietary fund:

The *water and sewer enterprise fund* accounts for the activities of the water distribution and the sewage disposal and treatment system, which are financed primarily by user charges.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

■ Notes To Financial Statements

Additionally, the government reports the following fund types:

The *special revenue funds* are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

The *debt service funds* are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

The *capital projects funds* are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

The *internal service fund* accounts for the self-insurance services provided to other departments or funds on a cost reimbursement basis.

The *retiree healthcare trust fund* accounts for the accumulated resources for other postemployment benefit payments to qualified retirees.

The *custodial funds* account for assets held by the Township in a custodial capacity for other governments and entities such as property taxes collected for other governments.

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

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

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise fund are charges to customers for sales and services. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Equity

Deposits and Investments

The Township's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Investments are stated at fair value.

State statutes authorize the government to deposit in the accounts of federally insured banks, credit unions and savings and loan associations and to invest in obligations of the United States, certain commercial paper, repurchase agreements, banker acceptances and mutual funds composed of otherwise legal investments.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Receivables

All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non current portion of interfund loans). All other outstanding balances between funds are reported as *due to/from other funds*. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide statements as *internal balances*. Advances between funds, if any, are offset by a nonspendable fund balance account in applicable governmental funds to indicate they are not available for appropriation and are not expendable available financial resources.

Amounts due from other governments include amounts due from grantors for specific programs and capital projects. Program grants and capital grants for capital assets are recorded as receivables and revenues at the time reimbursable project costs are incurred. Amounts received in advance of project costs being incurred are reported as unearned revenue.

Other Assets

Inventory is valued at cost, which approximates market, using the first in/first out method. The costs of governmental fund type inventory is primarily recorded as expenditures when purchased rather than when consumed.

Payments made to vendors for services that will benefit future periods are recorded as prepaid items, using the consumption method, in both government-wide and fund financial statements.

Capital Assets

Capital assets, which include land, buildings, equipment, vehicles and infrastructure assets (e.g., roads, bridges, drains and similar items), with an initial cost greater than \$5,000, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition cost 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 outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets of the primary government are depreciated using the straight-line method over the useful lives of the assets as follows:

Asset	Years
Buildings and improvements	15-30
Infrastructure	15-50
Machinery and equipment	5-20

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

■ Notes To Financial Statements

Deferred Outflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources until then. The Township has two items that qualify for reporting in this category, reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. The Township also reports deferred outflows of resources related to its pension and other postemployment benefit plans.

Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either interfund receivables/payables (i.e., the current portion of interfund loans) or advances to/from other funds (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as due to/from other funds. Any residual balances outstanding between the governmental and business-type activities are reported in the government-wide financial statements as internal balances.

Compensated Absences

In accordance with contracts negotiated with the various employee groups of the Township, individual employees have vested rights upon termination of employment to receive payment for unused vacation and sick leave under formulas and conditions specified in the contracts. All sick and vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only when they have matured or come due. The compensated absences balance related to the governmental funds is a liability recorded in the statement of net position.

Long-term Obligations

In the government-wide and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Deferred Inflows of Resources

In addition to liabilities, the statement of net position and governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. The governmental funds report unavailable revenues, which arises only under a modified accrual basis of accounting, from special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. In addition, deferred inflows of resources are reported in the government-wide and governmental fund financial statements for property taxes levied during the year that were intended to finance future periods. In the government-wide statements, the Township also reports deferred inflows of resources related to its net pension and other postemployment benefits liabilities.

Fund Equity and Net Position Flow Assumption

Governmental funds report *nonspendable* fund balance for amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. *Restricted* fund balance is reported when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws or regulations of other governments. *Committed* fund balance is reported for amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Board of Trustees (the government's highest level of decision-making authority). A formal resolution of the Board of Trustees is required to establish, modify, or rescind a fund balance commitment. The Township may report *assigned* fund balance for amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed; however, the Board of Trustees has not yet authorized anyone to assign fund balance. *Unassigned* fund balance is the residual classification for the general fund or deficit fund balances in other funds, of which there are none.

The Township Board of Trustees has established a budget stabilization policy whose goal is to keep a reserve not to exceed either 15 percent of the General Fund operating budget or 15 percent of the average of the municipality's five most recent General Fund operating budgets, whichever is less. If the Budget Stabilization balance exceeds the maximum, the excess money shall be appropriated in the Township's next General Fund operating budget, but shall not be appropriated to the fund. As of December 31, 2020, the balance in the stabilization arrangement was \$965,000, which is reported in the General Fund within committed fund balance.

Funds in the budget stabilization fund may be appropriated by an ordinance or resolution adopted by a 2/3 by the Township's Board of Trustees which created the fund for the following purposes: (a) To cover a general fund deficit, when the municipality's annual audit reveals such a deficit. (b) To prevent a reduction in the level of public services or in the number of employees at any time in a fiscal year when the municipality's budgeted revenue is not being collected in an amount sufficient to cover budgeted expenses. (c) To prevent a reduction in the level of public services or in the number of employees when in preparing the budget for the next fiscal year the municipality's estimated revenue does not appear sufficient to cover estimated expenses. (d) To cover expenses arising because of a natural disaster, including a flood, fire, or tornado. However, if federal or state funds are received to offset the appropriations from the fund, that funds shall be returned to the fund. In determining whether the Township's revenue is not sufficient to cover its expenses, a reduction in the amount of money received for the fiscal year from any source in comparison to the amount of money received for the previous fiscal year, including a reduction in the allocation of state tax money, shall be considered.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

When the government incurs an expenditure for purposes for which various fund balance classifications can be used, it is the government's policy to use restricted fund balance first, then committed, assigned, and finally unassigned fund balance.

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amount to restricted and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which resources are considered to be applied. It is the government's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

2. BUDGETARY INFORMATION

Annual appropriated budgets are adopted on a basis consistent with generally accepted accounting principles for the general and special revenue funds. All annual appropriations lapse at year-end. Public hearings are conducted in September and October to obtain citizen comment. Prior to December 15 of each year, the Township Supervisor submits to the Township Board a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them for the upcoming year. A budget is legally enacted by the Township Board through the passage of a budget resolution on or before December 15. Line item budgets are adopted for internal financial management; however, the legal level of control for the budgets is at the departmental basis. Formal budgetary integration is employed as a management control device for the general and special revenue funds; budgets for these funds are prepared and adopted on a basis consistent with generally accepted accounting principles. The Township does not employ encumbrance accounting as an extension of formal budgetary integration in the governmental funds.

During the year ended December 31, 2020, the Township incurred expenditures in certain budgetary funds which were in excess of the amounts budgeted, as follows:

	Final Budget	Actual	Actual Over Final Budget
800 MHz Consortium Public safety	\$ 40,100	\$ 50,888	\$ 10,788

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

3. DEPOSITS AND INVESTMENTS

Following is a reconciliation of deposits and investments as of December 31, 2020:

	Primary Government	Component Unit	Totals
Statement of Net Position			
Cash and cash equivalents	\$ 38,196,728	\$ 8,952	\$ 38,205,680
Statement of Fiduciary Net Position			
Cash and cash equivalents	5,933,703	424,000	6,357,703
Investments	-	12,458,063	12,458,063
Total	\$ 44,130,431	\$ 12,891,015	\$ 57,021,446
Deposits and investments			
Bank deposits (checking, savings, CDARS, and ICS)			\$ 23,126,198
Certificates of deposit (maturing in less than one year)			9,376,817
Collateralized sweep accounts			12,059,668
Investments - MERS total market portfolio			12,458,063
Cash on hand			700
Total			\$ 57,021,446

Deposit and Investment Risk

Interest Rate Risk. State law limits the allowable investments and the maturities of some of the allowable investments as identified in the following list of authorized investments. The Township's investment policy does not have specific limits in excess of state law on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The Township is not exposed to interest rate risk.

Custodial Credit Risk - Deposits. Custodial credit risk for deposits is the risk that, in the event of a bank failure, the Township's deposits may not be returned. Deposits are exposed to custodial credit risk if they are not covered by depository insurance. State law does not require and the Township does not have a policy for deposit custodial credit risk.

At year end, \$3,141,411 of the combined bank balance of \$36,181,983 of deposits and collateralized sweep accounts (total book balance of \$44,562,683) was exposed to custodial credit risk as it was uninsured and uncollateralized. The Township believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all bank deposits. As a result, 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 level are used as depositories.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Custodial Credit Risk - Investments. Investments are exposed to custodial credit risk if the securities are uninsured, unregistered or held by a counterparty or its agency but not in the government's name. In accordance with the Township's investment policy, all investments are held in the name of the Township and are evidenced by a safekeeping receipt confirmation, and thus not exposed to custodial credit risk.

Concentration of Credit Risk. State law limits allowable investments but does not limit concentration of credit risk as identified under "statutory authority" above. The Township's investment policy does not have specific limits in excess of state law on concentration of credit risk. All investments held at year end are reported above.

Fair Value Measurement

The Township categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; level 2 inputs are significant other observable inputs; level 3 inputs are significant unobservable inputs. As of December 31, 2020, the Township's investments in the MERS total market portfolio are classified as level 1.

4. RECEIVABLES

Receivables of the primary government are comprised of the following at year end:

	Governmental Activities	Business-type Activities
Accounts receivable	\$ 1,376,407	\$ 2,266,701
Special assessments	483,912	-
Taxes receivable	7,349,705	-
	<u>\$ 9,210,024</u>	<u>\$ 2,266,701</u>
Special assessments not expected to be collected within one year	<u>\$ 419,377</u>	<u>\$ -</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

5. CAPITAL ASSETS

Primary government

Capital asset activity for the primary government for the year ended December 31, 2020, was as follows:-

	Beginning Balance	Additions	Disposals	Ending Balance
Governmental activities				
Capital assets not being depreciated:				
Land and easements	\$ 25,595,400	\$ -	\$ -	\$ 25,595,400
Construction in progress	-	225,199	-	225,199
	<u>25,595,400</u>	<u>225,199</u>	<u>-</u>	<u>25,820,599</u>
Capital assets being depreciated:				
Buildings and improvements	6,476,691	-	-	6,476,691
Infrastructure	16,439,999	2,267,059	-	18,707,058
Machinery and equipment	9,743,729	301,025	(156,472)	9,888,282
	<u>32,660,419</u>	<u>2,568,084</u>	<u>(156,472)</u>	<u>35,072,031</u>
Less accumulated depreciation for:				
Buildings and improvements	(5,256,894)	(281,585)	-	(5,538,479)
Infrastructure	(11,676,430)	(276,834)	-	(11,953,264)
Machinery and equipment	(8,098,194)	(483,802)	156,472	(8,425,524)
	<u>(25,031,518)</u>	<u>(1,042,221)</u>	<u>156,472</u>	<u>(25,917,267)</u>
Total capital assets being depreciated, net	<u>7,628,901</u>	<u>1,525,863</u>	<u>-</u>	<u>9,154,764</u>
Governmental activities capital assets, net	\$ 33,224,301	\$ 1,525,863	\$ -	\$ 34,975,363

Depreciation expense was charged to functions of the primary government as follows:

General government	\$ 421,435
Public safety	457,196
Public works	84,804
Parks and recreation	<u>78,786</u>
Total depreciation expense	\$ 1,042,221

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

	Beginning Balance	Additions	Disposals	Ending Balance
Business-type activities				
Capital assets not being depreciated:				
Land	\$ 379,578	\$ -	\$ -	\$ 379,578
Construction in progress	227,023	1,324,828	-	1,551,851
	<u>606,601</u>	<u>1,324,828</u>	<u>-</u>	<u>1,931,429</u>
Capital assets being depreciated:				
Buildings	949,314	-	-	949,314
Infrastructure	57,279,862	-	-	57,279,862
Machinery and equipment	2,358,986	40,690	-	2,399,676
	<u>60,588,162</u>	<u>40,690</u>	<u>-</u>	<u>60,628,852</u>
Less accumulated depreciation for:				
Buildings	(601,233)	(31,644)	-	(632,877)
Infrastructure	(26,197,405)	(1,278,495)	-	(27,475,900)
Machinery and equipment	(1,552,446)	(138,498)	-	(1,690,944)
	<u>(28,351,084)</u>	<u>(1,448,637)</u>	<u>-</u>	<u>(29,799,721)</u>
Total capital assets being depreciated, net	<u>32,237,078</u>	<u>(1,407,947)</u>		<u>30,829,131</u>
Business-type activities capital assets, net	<u>\$ 32,843,679</u>	<u>\$ (83,119)</u>	<u>\$ -</u>	<u>\$ 32,760,560</u>

At December 31, 2020 the Township's business-type activities had outstanding commitments through construction contracts of approximately \$750,000. This amount represents capital projects the Township has engaged in such as lining of the State Street water main and repairing and upgrading the District III Booster Pump Station.

6. PAYABLES

Payables are comprised of the following at year end:

	Governmental Activities	Business-type Activities	Component Units
Accounts payable	\$ 1,265,786	\$ 2,675,962	\$ 8,952
Due to other governments	36,030	-	-
Escrow payable	690,583	415,796	-
	<u>\$ 1,992,399</u>	<u>\$ 3,091,758</u>	<u>\$ 8,952</u>

Accrued liabilities are comprised of the following at year end:

	Governmental Activities	Business-type Activities
Accrued liabilities	\$ 1,254,282	\$ 26,441
Interest payable	30,091	24,681
	<u>\$ 1,284,373</u>	<u>\$ 51,122</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

7. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

At December 31, 2020, amounts due from and due to other funds were as follows:

Receivable funds	Payable Funds					Totals
	General	Public Safety	Local Roads Maintenance	Nonmajor Governmental	Water and Sewer	
General	\$ -	\$ -	2,789	\$ 46,524	3,275	\$ 52,588
Public safety	524	-	-	210	-	734
Nonmajor governmental	36,409	290	-	-	1,077	37,776
Water and sewer	774	-	-	-	-	774
Internal service fund	3,437	-	-	-	-	3,437
	<u>\$ 41,144</u>	<u>\$ 290</u>	<u>\$ 2,789</u>	<u>\$ 46,734</u>	<u>\$ 4,352</u>	<u>\$ 95,309</u>

Due to/from balances result primarily from the time lag between the dates that interfund goods and services are provided or reimbursable expenditures occur, transactions are recorded in the accounting system, and/or payments between funds are made. Interfund receivables and payables represent routine and temporary cash flow assistance. The amounts outstanding at year end consisted primarily of the following: (1) the Local Roads Maintenance Fund and the nonmajor governmental funds owed the General Fund for engineering costs that were assigned to the wrong fund, (2) the Water and Sewer Fund owed the General Fund for a sale of a generator, (3) the General Fund owed the nonmajor governmental funds for the rain garden project phase I and the Ann Arbor Saline sidewalk gap project, and (4) the General Fund owed the internal service fund for receipts collecting for prescription refunds.

Transfers are used to: (1) move unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations or (2) move revenues from the fund that is required to collect them to the fund that is required or allowed to expend them.

During the year ended December 31, 2020, the Township transferred unrestricted resources from the General Fund to the Public Safety Fund to supplement operating expenditures not covered by the Public Safety Millage. The Township also transferred unrestricted resources from the General Fund to nonmajor governmental funds to finance the various capital projects (i.e. Platt Road Greenway PH II, Platt Road-Textile Greenway and the Ann Arbor Saline Road at Oak Valley Intersection) and its portion of the debt repayment of the East Michigan Ave Drain. In addition, the Township transferred funds from the Public Safety Millage Fund to the Drug Forfeiture Fund for allowable uses.

Transfers Out	Transfers In		
	Public Safety	Nonmajor Governmental	Totals
General	\$ 6,000,000	\$ 628,864	\$ 6,628,864
Public safety	-	73,002	73,002
	<u>\$ 6,000,000</u>	<u>\$ 701,866</u>	<u>\$ 6,701,866</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

8. LONG-TERM DEBT

General obligation bonds - governmental activities. The Township has issued a general obligation bond to finance certain capital improvement projects. The Township has pledged its full faith and credit within statutory limitations for the following issues:

\$4,000,000 2019 Capital Improvement Bonds due in annual installments of \$361,000 to \$457,000 through 2029, interest at 2.05%.

\$ 3,664,000

Annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ended December 31,	Governmental Activities	
	Principal	Interest
2021	\$ 361,000	\$ 75,112
2022	371,000	67,712
2023	383,000	60,106
2024	394,000	52,255
2025	406,000	44,178
2026-2029	1,749,000	90,959
	<u>\$ 3,664,000</u>	<u>\$ 390,322</u>

Special assessment debt with government commitment. The government has been assessed for its at-large share of certain drainage district project costs, payable over a multiyear period with interest at 1.625% to 5.0%. Special assessment debt with government commitment, for which debt proceeds are received and expended by the Washtenaw County Drain Commission (and the resulting infrastructure capital asset is its property), currently outstanding is as follows:

\$2,180,000 2006 Mallets Creek Serial Bonds due in annual installments of \$19,879 to \$22,900 through 2026, interest 1.625%. The Township's share of the bond is \$412,706 or 18.93% and Washtenaw County's share of the bond is \$1,767,294 or 81.07%.

\$ 129,864

\$1,340,000 2016 Refunding of Michigan Avenue East Serial Bonds due in annual installments of \$100,000 to \$120,000 through 2029, interest at 2.00% to 3.00%.

975,000

Total special assessment debt with government commitment

\$ 1,104,864

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Annual debt service requirements to maturity for drain assessments are as follows:

Year Ended December 31,	Governmental Activities	
	Principal	Interest
2021	\$ 119,879	\$ 21,905
2022	120,825	18,587
2023	126,771	16,199
2024	126,771	13,745
2025	132,718	11,239
2026-2029	<u>477,900</u>	<u>19,872</u>
	<u>\$ 1,104,864</u>	<u>\$ 101,547</u>

General obligation bonds – business-type activities. The government issues general obligation bonds to provide funds for the acquisition and construction of major water and sewer system capital infrastructure. The original amount of the outstanding general obligation bonds was \$9,484,650.

General obligation bonds currently outstanding are as follows:

\$4,630,000 2016 Refunding of the 2004 Capital Improvement Serial Bonds due in annual installments of \$440,000 to \$525,000 through 2026, interest at 1.99%.

\$ 2,945,000

\$4,854,650 2010 Drinking Water Revolving Bonds due in annual installments of \$210,000 to \$266,080 through 2030, interest at 2.50%.

2,386,080

Total general obligation bonds

\$ 5,331,080

Annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ended December 31,	Business-type Activities	
	Principal	Interest
2021	\$ 665,000	\$ 127,762
2022	690,000	113,730
2023	710,000	99,277
2024	730,000	84,274
2025	745,000	68,850
2026-2030	<u>1,791,080</u>	<u>148,258</u>
	<u>\$ 5,331,080</u>	<u>\$ 642,151</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Changes in long-term debt. Long-term debt activity for the year ended December 31, 2020 was as follows:

	Beginning Balance	Additions	Deductions	Ending Balance	Due Within One Year
Governmental activities					
General obligation bonds	\$ 4,000,000	\$ -	\$ (336,000)	\$ 3,664,000	\$ 361,000
Special assessment debt with government commitment	1,219,742		(114,878)	1,104,864	119,879
Unamortized premium	22,414	-	(2,241)	20,173	2,241
Compensated absences	2,190,931	1,245,189	(929,760)	2,506,360	1,500,000
Total governmental activities	<u>\$ 7,433,087</u>	<u>\$ 1,245,189</u>	<u>\$ (1,382,879)</u>	<u>\$ 7,295,397</u>	<u>\$ 1,983,120</u>
Business-type activities					
General obligation bonds	\$ 5,976,080	\$ -	\$ (645,000)	\$ 5,331,080	\$ 665,000
Compensated absences	186,319	65,879	(54,200)	197,998	120,000
Total business-type activities	<u>\$ 6,162,399</u>	<u>\$ 65,879</u>	<u>\$ (699,200)</u>	<u>\$ 5,529,078</u>	<u>\$ 785,000</u>

The governmental activities compensated absences are generally liquidated by the general fund.

9. OPERATING LEASES

The Township has lease agreements for seven copy machines; one each expiring on September 5, 2021, September 18, 2021, February 22, 2022, March 1, 2022, December 12, 2022, and two expiring on September 20, 2021. Rent expense totaled \$12,858 for the year ended December 31, 2020. The remaining future commitments are as follows:

Year Ended December 31,	Amount
2021	\$ 9,623
2022	<u>634</u>
Total	<u>\$ 10,257</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

10. 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. During the year ended December 31, 2020, the government carried commercial insurance to cover all risks of losses. The Township has had no settled claims from these risks that exceeded its commercial coverage in any of the past three fiscal years.

The general, public safety, building department, parks millage, and water and sewer funds of the Township make payments to the medical insurance internal service fund based on rates established to fund estimated actual liabilities. The total claims liability of \$52,052 reported in the fund at December 31, 2020, is based on the requirements that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements. The Township has estimated its ultimate liability based upon estimates of known claims and actuarial based computations of incurred but not reported claims.

Changes in the fund's claims liability amount was:

	2020	2019
Balance at the beginning of year	\$ 78,485	\$ 75,582
Current year claims and changes in estimates	2,071,637	2,099,702
Claims paid	(2,098,070)	(2,096,799)
Balance at end of year	\$ 52,052	\$ 78,485

11. CONTINGENT LIABILITIES

Amounts received or receivable from grantor agencies are subject to audit and potential adjustment by federal and state grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

The government and its component unit, individually or jointly, are the defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, it is the opinion of the government and component unit's counsel that resolution of these matters will not have a material adverse effect on the financial condition of the government.

12. PROPERTY TAXES AND ABATEMENTS

Property taxes become an enforceable lien on the property as of December 31. Taxes are levied on December 1 and are due in February of the following year. The Township bills and collects its own property taxes along with collecting taxes for various other taxing jurisdictions. Township tax revenues are recognized in the fiscal year following the December 1 levy date. Taxes are considered delinquent on March 1, at which time the applicable property is subject to lien and penalty and interest is assessed.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Assessed values, as established annually by the government, are subject to acceptance by the County and equalized by the State at an estimated 50% of current market value. For the December 31, 2019 levy, the taxable value of real and personal property in the Township totaled \$2,008,203,009. The government's general operating tax rate for the December 1, 2019 levy, which is considered revenue for fiscal year 2020 was 3.9923 mills, with an additional 1.8730 and 0.4662 special-voted mills for public safety and parks, respectively.

The Township received reduced property tax revenues during 2020 as a result of industrial facilities tax exemptions (IFT's). The IFT's were entered into based upon the Plant Rehabilitation and Industrial Development Districts Act, (known as the Industrial Facilities Exemption), PA 198 of 1974, as amended. IFT's provide a tax incentive to manufacturers to enable renovation and expansion of aging facilities, assist in the building of new facilities, and to promote the establishment of high tech facilities. Properties qualifying for IFT status are taxed at 50% of the millage rate applicable to other real and personal property in the Township. The abatements amounted to approximately \$62,000 in reduced Township tax revenues for 2020.

13. PENSION PLAN

General Information About the Plan

Plan Description. The Township participates in the Municipal Employees' Retirement System (MERS) of Michigan, a defined benefit pension plan providing certain retirement, disability and death benefits to plan members and beneficiaries. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board, Public Act 427 of 1984, as amended, establishes and amends the benefit provisions of the participants in MERS. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the MERS website at www.mersofmich.com.

Benefits Provided. Pension benefits vary by division/bargaining unit and are calculated as final average compensation (based on a 3 year period) and multipliers ranging from 1.50% to 2.50%. Participants vesting requirements range from 6 to 10 years. Normal retirement age is 60 with early retirement at age 50 or 55 with 25 or 15 years of service, respectively. Member contributions range from 0.00% to 9.06%. The plan is closed to certain union and non-union employees.

Employees Covered by Benefit Terms. At the December 31, 2019 valuation date, plan membership consisted of the following:

Inactive employees or beneficiaries currently receiving benefits	64
Inactive employees entitled to but not yet receiving benefits	81
Active employees	131
Total membership	276

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Contributions. The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees. For the fiscal year beginning January 1, 2020, the Township's contributions ranged from 6.59% to 8.84% of annual payroll for open divisions. Closed divisions employer contributions ranged from \$1,181 to \$47,275 per month. Employee contributions ranged from 0.00% to 9.06%.

Net Pension Liability. The Township's net pension liability was measured as of December 31, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2019, rolled forward to December 31, 2020.

Actuarial Assumptions. The total pension liability in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary Increases	3.75% in the long-term
Investment rate of return	7.35%, net of investment expense and including inflation

The mortality table used to project the mortality experience of non-disabled plan members is a 50% male, 50% female blend of the following tables:

- The RP-2014 Healthy Annuitant Mortality Tables, with rates multiplied by 105%
- The RP-2014 Employee Mortality Tables
- The RP-2014 Juvenile Mortality Tables

The mortality table used to project the mortality experience of disabled plan members is 50% Male, 50% Female blend of RP-2014 Disabled Retiree Mortality Tables.

The actuarial assumptions used in the December 31, 2019 valuation were based on the results of the most recent actuarial experience study of 2009-2013.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Long-term Expected Rate of Return. The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return	Expected Money-Weighted Rate of Return
Global equity	60.00%	5.25%	3.15%
Global fixed income	20.00%	1.25%	0.25%
Private investments	20.00%	7.25%	1.45%
	<u>100.00%</u>		
Inflation			2.50%
Administrative expenses netted above			<u>0.25%</u>
Investment rate of return			<u>7.60%</u>

Discount Rate. The discount rate used to measure the total pension liability as of December 31, 2020 was 7.6% (down from 8.0% at December 31, 2019). The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Changes in Net Pension Liability. The components of the change in the net pension liability are summarized as follows:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances at December 31, 2019	\$ 42,178,549	\$ 31,397,676	\$ 10,780,873
Changes for the year:			
Service cost	1,028,555	-	1,028,555
Interest	3,183,213	-	3,183,213
Changes in benefits	(6,478)	-	(6,478)
Difference between expected and actual experience	891,166	-	891,166
Changes in assumptions	1,237,596	-	1,237,596
Employer contributions	-	1,680,775	(1,680,775)
Employee contributions	-	533,785	(533,785)
Net investment income	-	4,203,514	(4,203,514)
Benefit payments, including refunds of employee contributions	(1,548,243)	(1,548,243)	-
Administrative expense	-	(64,387)	64,387
Other changes	(40,165)	-	(40,165)
Net changes	4,745,644	4,805,444	(59,800)
Balances at December 31, 2020	\$ 46,924,193	\$ 36,203,120	\$ 10,721,073

Changes in Assumptions. In 2020, amounts reported as changes of assumptions resulted primarily from a decrease in the assumed rate of return from 7.75% to 7.35%, and a decrease in the assumed rate of wage inflation from 3.75% to 3.00%.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate. The following presents the net pension liability of the Township, calculated using the discount rate of 7.6%, as well as what the County's net pension liability would be if it were calculated using a discount rate that is 1% lower (6.6%) or 1% higher (8.6%) than the current rate:

	1% Decrease (6.6%)	Current Discount Rate (7.6%)	1% Increase (8.6%)
Township's net pension liability	\$ 17,325,983	\$ 10,721,073	\$ 5,271,898

Pension Plan Fiduciary Net Position. Detailed information about the pension plan's fiduciary net position is available in the separately issued Plan financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended December 31, 2020, the Township recognized pension expense of \$1,680,652. The Township reported deferred outflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows (Inflows) of Resources
Difference between expected and actual experience	\$ 1,243,683	\$ -	\$ 1,243,683
Changes in assumptions	1,554,785	-	1,554,785
Net difference between projected and actual earnings on pension plan investments	-	1,274,872	(1,274,872)
	<u>\$ 2,798,468</u>	<u>\$ 1,274,872</u>	<u>\$ 1,523,596</u>

Amounts reported as pension-related deferred outflows of resources will be recognized in pension expense as follows:

Year Ended December 31,	Amount
2021	\$ 523,429
2022	778,277
2023	104,464
2024	<u>117,426</u>
Total	<u>\$ 1,523,596</u>

Payable to the Pension Plan. At December 31, 2020, the Township reported a payable of \$184,918 for the outstanding amount of contributions required for the year ended December 31, 2020.

The governmental activities net pension liability is generally liquidated by the general fund.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

14. OTHER POSTEMPLOYMENT BENEFITS PLAN

General Information About the Plan

Plan Description. The Township participates in a single-employer other postemployment benefit plan (the "OPEB Plan") that provides healthcare benefits to eligible retirees and their beneficiaries. The OPEB Plan was adopted and established by the Township Board of Trustees.

The Township opted to participate in the Municipal Employees' Retirement System (MERS) Retirement Health Funding Vehicle (RHFV). The MERS RHFV became operational in the fall of 2004, and was made available to all municipalities in Michigan. Participating municipalities can contribute monies to the Trust as desired and no contribution method is imposed. These funds constitute a health care fund, which enable municipalities to accumulate monies to provide or subsidize health benefits for retirees and beneficiaries as defined by Code Section 213. The Retiree Health Funding Vehicle accounts are invested in the MERS portfolio choices and earnings are tax exempt as a result of the MERS Private Letter Ruling. Plan provisions and requirements are specified in the MERS Health Care Savings Program and Retiree Health Funding Vehicle Plan Document and Trust.

Benefits Provided. The Townships provides other postemployment benefits, as follows:

Employee Type	Benefits Provided
Non-represented employees (excluding elected officials), police (TPOAM), dispatchers, and firefighters (IAFF)	For employees hired before December 31, 2006 (December 31, 2007 for non-represented members), the Township will pay a portion of the cost of medical plan premiums for the retiree and spouse for life. The Township portion of premiums is 100% for employees with 10 or more years of service as of 12/31/2009 and 90% for all others. Benefits continue to the surviving spouse after the retiree's death.
	For employees hired after December 31, 2006 (December 31, 2007 for non-represented members), the Township will pay a portion of the retiree-only medical plan premiums for life. The maximum amount payable by the Township is \$600 per month, and this amount is not indexed. No benefits are payable for spouse coverage or surviving spouse coverage.
Class 1: Full-time elected officials	For Class 1 Full-Time Elected Officials elected before December 31, 2007, the Township will pay 90% of the applicable premium for both the eligible Elected Official and their spouse at the time of retirement (provided he/she remains the spouse). When the eligible retiree or his/her spouse at the time of retirement reaches age sixty-five (65) (or the Medicare eligibility age, if higher), the retiree or spouse must apply for Medicare Coverage (Parts A and B) and pay the applicable premium. The retiree or spouse will then be enrolled in a Township provided supplemental health insurance plan and the Employer will pay the premium to provide said supplemental coverage for the eligible retiree and spouse at the time of retirement. Benefits continue to the surviving spouse after the retiree's death.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Employee Type	Benefits Provided
Class 1: Full-time elected officials (concluded)	For Class I Full-Time Elected Officials elected after December 31, 2007, the Township shall only pay the cost of single subscriber coverage up to \$600 per month for the retiree. When the eligible retiree reaches age sixty five (65) (or the Medicare eligibility age, if higher), the retiree must apply for Medicare Coverage (Parts A and B) and pay the applicable premium. The retiree will then be enrolled in a Township provided supplemental plan and the Employer will pay up to \$600 per month towards the supplemental premium to provide said supplemental coverage for the eligible retiree. No benefits are payable for spouse coverage or surviving spouse coverage.
Police Patrol (POAM)	Beginning at age 50, the Township will pay a portion of the cost of medical plan premiums for the retiree and his/her spouse for life. The Township portion of premiums is 100% for employees hired before January 1, 2007 and 50% for those hired after. Benefits continue to the surviving spouse after the retiree's death.
Police Command	The Township will pay 100% of the cost of medical plan premiums for the retiree and his/her spouse for life. Benefits continue to the surviving spouse after the retiree's death. Retirees who then work for another township in the same capacity have their retiree medical coverage suspended. When the retiree is no longer working, he/she can resume medical coverage with Pittsfield.

Employees Covered by Benefit Terms. At January 1, 2019, the date of the most recent actuarial valuation, plan membership consisted of the following:

Inactive employees or beneficiaries currently receiving benefits	18
Inactive employees entitled to but not yet receiving benefits	3
Active employees	128
Total membership	149

Net Other Postemployment Benefits Liability. The Township's net other postemployment benefits liability was measured as of December 31, 2020, and the total other postemployment benefits liability used to calculate the net other postemployment benefits liability was determined by an actuarial valuation as of January 1, 2019 (rolled forward to December 31, 2020).

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Actuarial Assumptions. The total other postemployment benefits liability was determined by an actuarial valuation as of January 1, 2019 (and rolled forward to December 31, 2020, the measurement date), using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.5%
Salary Increases	3.75%
Investment rate of return	6.75%
Healthcare trend rate	9.00% graded down to 4.0%

Rates of mortality for members and their beneficiaries are the same as what is used in the MLRS December 31, 2017 actuarial valuation. MLRS uses a 50% Male 50% Female blend of the following tables:

- (I) The RP-2014 Healthy Annuitant Mortality Tables, with rates multiplied by 105%
- (II) The RP-2014 Employee Mortality Tables

For ages 18 - 49, MLRS uses the rates from Table II. For ages 70 and older, MLRS uses the rates in Table I. For ages 50-69, MLRS blends Table II and Table I as follows:

- Age 50 - 60% of Table II and 40% of Table I
- Age 51 - 57% of Table II and 43% of Table I
- Etc...
- Age 69 - 3% of Table II and 97% of Table I

Rates of mortality for disabled members are the same as what is used in the MLRS December 31, 2017 actuarial valuation. MLRS uses the RP-2014 Disabled Retiree Mortality Table, blended 50% male and 50% female.

The actuarial assumptions used in the January 1, 2019 valuation were based on the results of the most recent actuarial experience study of 2009-2013.

Investment Policy. The OPEB Plan's policy in regard to the allocation of invested assets is established and may be amended by the Township Board of Trustees. The investment policy has been formulated based on consideration of a wide range of policies and describes the prudent investment processes that the Township Board of Trustees deems appropriate. The OPEB Plan's asset allocation policy is shown on the following pages.

Concentrations. At December 31, 2020, the OPEB Plan's investments were fully invested in the MLRS Retiree Health Funding Vehicle.

Rate of Return. For the year ended December 31, 2020, the annual money-weighted rate of return on investments, net of investment expense, was 13.46 percent. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Long-term Expected Rate of Return. The long-term expected rate of return on other postemployment benefits plan investments was determined using a model method in which the best estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return	Expected Money-Weighted Rate of Return
Global equity	60.00%	5.25%	3.15%
Global fixed income	20.00%	1.25%	0.25%
Private investments	20.00%	7.25%	1.45%
	<u>100.00%</u>		
Inflation			2.50%
Risk adjustment			<u>-0.60%</u>
Investment rate of return			<u>6.75%</u>

Discount Rate. The discount rate used to measure the total other postemployment benefits liability is 6.75% for 2020. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the other postemployment benefits plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on other postemployment benefits plan investments was applied to all periods of projected benefit payments to determine the total other postemployment benefits liability.

Net OPEB Liability of the Township. The components of the net OPEB liability of the Township at December 31, 2020,

Total OPEB liability	\$ 13,805,972
Plan fiduciary net position	<u>12,882,063</u>
Township's net OPEB liability	<u>\$ 923,909</u>
Plan fiduciary net position as a percentage of the total OPEB liability	93.3%

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Changes in Net Other Postemployment Benefits Liability. The components of the change in the net other postemployment benefits (OPEB) liability are summarized as follows:

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balances at December 31, 2019	\$ 12,856,770	\$ 10,989,831	\$ 1,866,939
Changes for the year:			
Service cost	299,800	-	299,800
Interest	880,400	-	880,400
Employer contributions	-	682,197	(682,197)
Net investment income	-	1,460,774	(1,460,774)
Benefit payments, including refunds of employee contributions	(230,998)	(230,998)	-
Administrative expense	-	(19,741)	19,741
Net changes	949,202	1,892,232	(943,030)
Balances at December 31, 2020	\$ 13,805,972	\$ 12,882,063	\$ 923,909

Sensitivity of the Net Other Postemployment Benefits Liability to Changes in the Discount Rate. The following presents the net other postemployment benefits liability of the Township, calculated using the discount rate of 6.75%, as well as what the Township's net other postemployment benefits liability would be if it were calculated using a discount rate that is 1% lower (5.75%) or 1% higher (7.75%) than the current rate:

	1% Decrease (5.75%)	Current Discount Rate (6.75%)	1% Increase (7.75%)
Township's net other postemployment benefits liability (asset)	\$ 3,068,986	\$ 923,909	\$ (836,124)

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Sensitivity of the Net Other Postemployment Benefits Liability to Changes in the Healthcare Cost Trend Rates. The following presents the net other postemployment benefits liability of the Township, calculated using the healthcare cost trend rate of 8.67%, as well as what the Township's net other postemployment benefits liability would be if it were calculated using a healthcare cost trend rate that is 1% lower (7.67%) or 1% higher (9.67%) than the current rate:

	1% Decrease (7.67% graded down to 3.00%)	Current Healthcare Cost Trend Rate (8.67% graded down to 4.00%)	1% Increase (9.67% graded down to 5.00%)
Township's net other postemployment benefits liability (asset)	\$ (1,278,067)	\$ 923,909	\$ 3,711,625

Other Postemployment Benefit Expense and Deferred Outflows/Inflows of Resources Related to Other Postemployment Benefits

For the year ended December 31, 2020, the Township recognized other postemployment benefits expense of \$434,346. The Township reported deferred outflows of resources related to other postemployment benefits as follows:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows (Inflows) of Resources
Difference between expected and actual experience	\$ 921	\$ -	\$ 921
Changes in assumptions	342,351	-	342,351
Net difference between projected and actual earnings on other postemployment benefits plan investments	-	519,632	(519,632)
	<u>\$ 343,272</u>	<u>\$ 519,632</u>	<u>\$ (176,360)</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

Amounts reported as other postemployment benefits-related deferred outflows of resources will be recognized in other postemployment benefits expense as follows:

Year Ended December 31,	Amount
2021	\$ (9,457)
2022	(9,458)
2023	(212,672)
2024	(91,889)
2025	49,039
2026-2027	98,077
Total	\$ (176,360)

Payable to the Other Postemployment Benefits Plan. At December 31, 2020, the Township reported no amount payable to the OPEB plan.

Governmental activities net other postemployment benefits liability is generally liquidated by the general fund.

15. DEFINED CONTRIBUTION OTHER POSTEMPLOYMENT BENEFITS PLAN

Plan Description. The employer's defined contribution OPEB plan (Health Care Savings Program) provides certain health care benefits to plan members and legal dependents upon termination of employment. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple employer, statewide public employee defined contribution OPEB plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board. Public Act 427 of 1984, as amended, establishes and amends the benefit provisions of the participants in MERS. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing the MERS website at www.mersofmich.com.

Contribution Rates or Amounts. The employer contributes 1% - 2% of base pay; employees are required to contribute 1% of base pay. Contribution rates are determined by the employer and may be amended by the local governing body.

Benefit Terms. Employees are immediately vested in their contributions and earnings of those contributions, and become vested on employer contributions after completion of 10 years of creditable service with the employer depending on the plan provisions.

Contribution Amounts. For the year ended December 31, 2020, employee contributions were \$39,725 and employer contributions were \$68,771.

Forfeiture Amounts. Nonvested employer contributions are forfeited upon termination of employment. Such forfeitures are used to cover future employer contributions, be directed to the employer's Retiree Health Funding Vehicle, (if applicable) or be equally distributed among all remaining active participants in the plan. At the end of December 31, 2020 forfeitures of \$27,199 reduced the employer's defined contribution OPEB expense.

Employer Liability. At December 31, 2020, the Township reported no amount payable to the OPEB plan.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes To Financial Statements

16. NET INVESTMENT IN CAPITAL ASSETS

The composition of net investment in capital assets as of December 31, 2020, was as follows:

	Governmental activities	Business-type activities
Capital assets:		
Capital assets not being depreciated	\$ 25,820,599	\$ 1,931,429
Capital assets being depreciated, net	9,154,764	30,829,131
	<u>34,975,363</u>	<u>32,760,560</u>
Less related debt:		
Bonds payable	3,664,000	5,331,080
Unamortized deferred charge on refunding	-	(54,533)
Less: unspent bond proceeds	(580,049)	
	<u>3,083,951</u>	<u>5,276,547</u>
Net investment in capital assets	<u>\$ 31,891,412</u>	<u>\$ 27,484,013</u>

Long-term debt related to special assessments is not included in the calculation for net investment in capital assets since these assets do not belong to the Township.

17. CORONAVIRUS (COVID-19)

In March 2020, the World Health Organization declared the novel coronavirus outbreak (COVID-19) to be a global pandemic. The extent of the ultimate impact of the pandemic on the Township's operational and financial performance will depend on various developments, including the duration and spread of the outbreak and its impact on employees, vendors, and taxpayers, all of which cannot be reasonably predicted at this time. In addition, it may place additional demands on the Township for providing emergency services to its citizens. While management reasonably expects the COVID-19 outbreak to negatively impact the Township's financial position, changes in financial position, and, where applicable, the timing and amounts of cash flows, the related financial consequences and duration are highly uncertain.

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REQUIRED SUPPLEMENTARY INFORMATION

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Required Supplementary Information
MERS Agent Multiple-Employer Defined Benefit Pension Plan

Schedule of Changes in Net Pension Liability and Related Ratios

	Year Ended December 31,					
	2015	2016	2017	2018	2019	2020
Total pension liability						
Service cost	\$ 903,775	\$ 977,110	\$ 977,200	\$ 979,549	\$ 981,318	\$ 1,028,555
Interest	2,288,114	2,468,421	2,726,214	2,924,157	3,150,994	3,183,213
Changes in benefit terms	-	-	-	-	-	(6,478)
Differences between expected and actual experience	-	534,889	56,321	357,535	169,536	891,166
Changes of assumptions	-	1,505,883	-	-	-	1,237,596
Benefit payments, including refunds of employee contributions	(914,391)	(1,015,819)	(1,134,680)	(1,379,821)	(1,484,947)	(1,548,243)
Other changes	(77,905)	(253,685)	(29,374)	5,725	(277,592)	(40,165)
Net change in total pension liability	2,199,593	4,216,799	2,595,681	2,887,145	2,539,309	4,745,644
Total pension liability, beginning of year	27,740,022	29,939,615	34,156,414	36,752,095	39,639,240	42,178,549
Total pension liability, end of year	29,939,615	34,156,414	36,752,095	39,639,240	42,178,549	46,924,193
Plan fiduciary net position						
Employer contributions	992,974	1,226,767	1,475,913	1,487,963	1,568,013	1,680,775
Employee contributions	460,559	649,802	902,319	389,763	514,318	533,785
Net investment income (loss)	(313,982)	2,363,526	3,195,447	(1,126,793)	3,741,272	4,203,514
Benefit payments, including refunds of employee contributions	(914,391)	(1,015,819)	(1,134,680)	(1,379,821)	(1,484,947)	(1,548,243)
Administrative expense	(44,917)	(46,573)	(50,335)	(54,738)	(64,501)	(64,387)
Net change in plan fiduciary net position	180,243	3,177,703	4,388,664	(683,626)	4,274,155	4,805,444
Plan fiduciary net position, beginning of year	20,060,537	20,240,780	23,418,483	27,807,147	27,123,521	31,397,676
Plan fiduciary net position, end of year	20,240,780	23,418,483	27,807,147	27,123,521	31,397,676	36,203,120
Township's net pension liability	\$ 9,698,835	\$ 10,737,931	\$ 8,944,948	\$ 12,515,719	\$ 10,780,873	\$ 10,721,073
Plan fiduciary net position as a percentage of total pension liability	67.6%	68.0%	75.7%	68.4%	74.4%	77.2%
Covered payroll	\$ 7,708,416	\$ 8,476,189	\$ 8,424,988	\$ 8,632,459	\$ 8,607,588	\$ 9,117,281
Township's net pension liability as a percentage of covered payroll	125.8%	126.7%	106.2%	145.0%	125.2%	117.6%

Note: GASB 68 was implemented in fiscal year 2015. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

Changes in Assumptions: In 2016, amounts reported as changes of assumptions resulted primarily from adjustments to the mortality table to reflect longer lifetimes, decreases in the assumed rate of return, and changes in asset smoothing.

In 2020, amounts reported as changes of assumptions resulted primarily from a decrease in the assumed rate of return from 7.75% to 7.35%, and a decrease in the assumed rate of wage inflation from 3.75% to 3.00%.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Required Supplementary Information

MERS Agent Multiple-Employer Defined Benefit Pension Plan

Schedule of Contributions

Fiscal Year Ending December 31,	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution (Deficiency) Excess	Covered Payroll	Contributions as Percentage of Covered Payroll
2020	\$ 1,680,775	\$ 1,680,775	\$ -	\$ 9,117,281	18.4%
2019	1,568,013	1,568,013	-	8,607,588	18.2%
2018	1,487,963	1,487,963	-	8,632,459	17.2%
2017	1,475,913	1,475,913	-	8,424,988	17.5%
2016	1,226,767	1,226,767	-	8,476,189	14.5%
2015	992,974	992,974	-	7,708,416	12.9%

Note: GASB 68 was implemented in fiscal year 2015. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

Notes to Schedule of Contributions

Valuation Date Actuarially determined contribution rates are calculated as of December 31, which is 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates (2020, based on the 12/31/2018 actuarial valuation):

Actuarial cost method	Entry-age normal
Amortization method	Level percent of payroll, closed
Remaining amortization period	21 years
Asset valuation method	5-year smooth market
Inflation	2.50%
Salary increases	3.75% in the long-term
Investment rate of return	7.75%, net of investment and administrative expense, including inflation
Normal retirement age	Age 60
Mortality	50% Female/50% Male blend of the RP-2014 Healthy Annuitant Mortality Tables with rates multiplied by 105%, the RP-2014 Employee Mortality Tables, and the RP-2014 Juvenile Mortality Tables

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Required Supplementary Information

Single-Employer Defined Benefit Other Postemployment Benefits Plan

Schedule of Changes in Net Other Postemployment Benefits Liability and Related Ratios

	Year Ended December 31,		
	2018	2019	2020
Total other postemployment benefits liability			
Service cost	\$ 251,620	\$ 280,902	\$ 299,800
Interest	712,082	819,196	880,400
Changes in benefit terms	-	703,266	-
Differences between expected and actual experience	-	1,185	-
Changes of assumptions	-	440,165	-
Benefit payments, including refunds of employee contributions	(149,747)	(196,487)	(230,998)
Net change in total other postemployment benefits liability	813,955	2,048,227	949,202
Total other postemployment benefits liability, beginning of year	9,994,588	10,808,543	12,856,770
Total other postemployment benefits liability, end of year	10,808,543	12,856,770	13,805,972
Plan fiduciary net position			
Employer contributions	467,310	607,530	682,197
Net investment income (loss)	(349,245)	1,270,292	1,460,774
Benefit payments, including refunds of employee contributions	(149,747)	(196,487)	(230,998)
Administrative expense	(22,963)	(18,036)	(19,741)
Net change in plan fiduciary net position	(54,645)	1,663,299	1,892,232
Plan fiduciary net position, beginning of year	9,381,177	9,326,532	10,989,831
Plan fiduciary net position, end of year	9,326,532	10,989,831	12,882,063
Township's net other postemployment benefits liability	\$ 1,482,011	\$ 1,866,939	\$ 923,909
Plan fiduciary net position as a percentage of total other postemployment benefits liability	86.3%	85.5%	93.3%
Covered payroll	\$ 7,562,184	\$ 8,200,337	\$ 8,200,337
Township's net other postemployment benefits liability as a percentage of covered payroll	19.6%	22.8%	11.3%

Note: GASB 75 was implemented in fiscal year 2018. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

2019 changes in benefit terms: There were new bargaining agreements and extensions which reflected paid on-call service for Firefighter eligibility and removed the requirement that Police Patrol (POAM) retirees pay the full premium between ages 50 and 55.

2019 changes in assumptions: Expected claims costs for 2019 were updated to reflect the latest claim and premium information. Additionally, the plan started offering two additional plans: (1) BCBS Simply Blue HSA PPO Plan (Division 0007) and (2) BCBS Community Blue PPO (Division 0008) through the BCBSM PPO plans.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Required Supplementary Information

Single-Employer Defined Benefit Other Postemployment Benefits Plan

Schedule of Contributions

Fiscal Year Ending December 31,	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution (Deficiency) Excess	Covered Payroll	Contributions as Percentage of Covered Payroll
2020	\$ 620,198	\$ 682,197	\$ 61,999	\$ 8,200,337	8.3%
2019	559,530	607,530	48,000	8,200,337	7.4%
2018	534,079	467,310	(66,769)	7,562,184	6.2%

Note: GASB 75 was implemented in fiscal year 2018. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

Notes to Schedule of Contributions

Valuation Date	January 1, 2019
Notes	Actuarially determined contribution rates are calculated as of December 31, which is 12 months prior to the beginning of the fiscal year in which contributions are reported.
Methods and assumptions used to determine contribution rates:	
Actuarial cost method	Entry-age normal
Amortization method	Level percent of payroll, closed
Remaining amortization period	30 years
Asset valuation method	Market value
Inflation	2.5%
Salary increases	3.75%
Investment rate of return	6.75%
Healthcare cost trend	9.0% graded down to 4.0%
Normal retirement age	Age 60
Mortality	50% Female/50% Male blend of the RP-2014 Healthy Annuitant Mortality Tables with rates multiplied by 105%, the RP-2014 Employee Mortality Tables

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Required Supplementary Information

Single-Employer Defined Benefit Other Postemployment Benefits Plan

Schedule of Investment Returns

Fiscal Year Ending December 31,	Annual Return ⁽¹⁾
2020	13.46%
2019	13.51%
2018	-3.80%

⁽¹⁾ Annual money-weighted rate of return, net of investment expenses

Note: GASB 75 was implemented in fiscal year 2018. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

**COMBINING AND INDIVIDUAL FUND
FINANCIAL STATEMENTS AND SCHEDULES**

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Combining Balance Sheet
Nonmajor Governmental Funds
December 31, 2020

	Special Revenue	Debt Service	Capital Projects	Total
Assets				
Cash and cash equivalents	\$ 5,793,505	\$ 230,446	\$ 337,127	\$ 6,361,078
Accounts receivable	520,029	-	-	520,029
Special assessments receivable	-	483,912	-	483,912
Taxes receivable	541,147	-	-	541,147
Due from other funds	37,776	-	-	37,776
Prepaid items	3,192	-	-	3,192
Total assets	\$ 6,895,649	\$ 714,358	\$ 337,127	\$ 7,947,134
Liabilities				
Accounts payable	\$ 300,481	\$ -	\$ 36,090	\$ 336,571
Accrued liabilities	844,545	-	-	844,545
Due to other funds	46,734	-	-	46,734
Escrow payable	8,387	-	-	8,387
Total liabilities	1,200,147	-	36,090	1,236,237
Deferred inflows of resources				
Unavailable revenue - Special assessments	-	483,913	-	483,913
Taxes levied but intended for subsequent period	993,731	19,827	-	1,013,558
Total deferred inflows of resources	993,731	503,740	-	1,497,471
Fund balances				
Nonspendable - prepaid items	3,192	-	-	3,192
Restricted:				
General government	386,459	-	-	386,459
Public safety	2,556,036	-	-	2,556,036
Public works	509,412	-	-	509,412
Culture and recreation	1,246,672	-	-	1,246,672
Debt service	-	210,618	-	210,618
Committed - Capital projects	-	-	301,037	301,037
Total fund balances	4,701,771	210,618	301,037	5,213,426
Total liabilities, deferred inflows of resources and fund balances	\$ 6,895,649	\$ 714,358	\$ 337,127	\$ 7,947,134

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Governmental Funds

For the Year Ended December 31, 2020

	Special Revenue	Debt Service	Capital Projects	Total
Revenues				
Taxes and special assessments	\$ 942,857	\$ 79,023	\$ -	\$ 1,021,880
Licenses and permits	1,896,738	-	-	1,896,738
Intergovernmental	81,626	-	-	81,626
Charges for services	1,958,099	-	-	1,958,099
Interest income	8,907	111	-	9,018
Other revenue	62,786	-	-	62,786
Total revenues	4,951,013	79,134	-	5,030,147
Expenditures				
Current:				
General government	31,401	-	-	31,401
Public safety	1,216,628	-	-	1,216,628
Public works	1,905,153	-	-	1,905,153
Culture and recreation	366,458	-	-	366,458
Debt service-				
Principal	-	114,878	-	114,878
Interest and fiscal charges	-	23,184	-	23,184
Capital outlay	304,991	-	279,914	584,905
Total expenditures	3,824,631	138,062	279,914	4,242,607
Revenues over (under) expenditures	1,126,382	(58,928)	(279,914)	787,540
Other financing source				
Transfers in	73,002	57,875	570,989	701,866
Net change in fund balances	1,199,384	(1,053)	291,075	1,489,406
Fund balances, beginning of year	3,502,387	211,671	9,962	3,724,020
Fund balances, end of year	\$ 4,701,771	\$ 210,618	\$ 301,037	\$ 5,213,426

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Combining Balance Sheet
Nonmajor Special Revenue Funds
December 31, 2020

	Refuse Collection	Tree Mitigation	Building Department	Parks & Recreation Millage
Assets				
Cash and cash equivalents	\$ 183,037	\$ 278,453	\$ 3,348,555	\$ 1,747,206
Accounts receivable	502,703	-	11,324	6,002
Taxes receivable	-	-	-	541,147
Due from other funds	266	14,963	-	2,669
Prepaid items	-	-	3,190	-
Total assets	\$ 686,006	\$ 293,416	\$ 3,363,069	\$ 2,297,024
Liabilities				
Accounts payable	\$ 168,207	\$ 3,499	\$ 13,671	\$ 53,138
Accrued liabilities	-	-	842,261	1,447
Due to other funds	-	-	210	2,036
Escrow payable	8,387	-	-	-
Total liabilities	176,594	3,499	856,142	56,621
Deferred inflows of resources				
Taxes levied but intended for subsequent period	-	-	-	993,731
Fund balances				
Nonspendable - prepaid items	-	-	3,190	-
Restricted:				
General government	-	289,917	-	-
Public safety	-	-	2,503,737	-
Public works	509,412	-	-	-
Culture and recreation	-	-	-	1,246,672
Total fund balances	509,412	289,917	2,506,927	1,246,672
Total liabilities, deferred inflows of resources and fund balances	\$ 686,006	\$ 293,416	\$ 3,363,069	\$ 2,297,024

PITTSFIELD CHARTER TOWNSHIP
Board of Trustees
Minutes for a Regular Meeting
Held June 9, 2021
Attachment 1

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E 911 Service	800 MHz Consortium	Sidewalk Reserve	Fire	Federal Forfeitures	Drug Law Enforcement	Total
\$ -	\$ 24,059	\$ 126,442	\$ 57,299	\$ 1,656	\$ 26,798	\$ 5,793,505
-	-	-	-	-	-	520,029
-	-	-	-	-	-	541,147
272	-	19,588	-	-	18	37,776
-	2	-	-	-	-	3,192
<u>\$ 272</u>	<u>\$ 24,061</u>	<u>\$ 146,030</u>	<u>\$ 57,299</u>	<u>\$ 1,656</u>	<u>\$ 26,816</u>	<u>\$ 6,895,649</u>
\$ -	\$ -	\$ 5,000	\$ 56,966	\$ -	\$ -	\$ 300,481
-	837	-	-	-	-	844,545
-	-	44,488	-	-	-	46,734
-	-	-	-	-	-	8,387
-	837	49,488	56,966	-	-	1,200,147
-	-	-	-	-	-	993,731
-	2	-	-	-	-	3,192
-	-	96,542	-	-	-	386,459
272	23,222	-	333	1,656	26,816	2,556,036
-	-	-	-	-	-	509,412
-	-	-	-	-	-	1,246,672
<u>272</u>	<u>23,224</u>	<u>96,542</u>	<u>333</u>	<u>1,656</u>	<u>26,816</u>	<u>4,701,771</u>
<u>\$ 272</u>	<u>\$ 24,061</u>	<u>\$ 146,030</u>	<u>\$ 57,299</u>	<u>\$ 1,656</u>	<u>\$ 26,816</u>	<u>\$ 6,895,649</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Special Revenue Funds

For the Year Ended December 31, 2020

	Refuse Collection	Tree Mitigation	Building Department	Parks & Recreation Millage
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ 942,857
Licenses and permits	-	-	1,896,738	-
Intergovernmental	-	-	-	4,469
Charges for services	1,895,763	-	-	1,917
Interest income	603	242	5,417	2,555
Other revenue - contributions	-	-	-	161
Total revenues	1,896,366	242	1,902,155	951,959
Expenditures				
Current:				
General government	-	31,401	-	-
Public safety	-	-	1,112,603	-
Public works	1,905,153	-	-	-
Culture and recreation	-	-	-	366,458
Capital outlay	-	-	-	118,091
Total expenditures	1,905,153	31,401	1,112,603	484,549
Revenues over (under) expenditures	(8,787)	(31,159)	789,552	467,410
Other financing source				
Transfers in	-	-	-	-
Net change in fund balances	(8,787)	(31,159)	789,552	467,410
Fund balances, beginning of year	518,199	321,076	1,717,375	779,262
Fund balances, end of year	\$ 509,412	\$ 289,917	\$ 2,506,927	\$ 1,246,672

PITTSFIELD CHARTER TOWNSHIP
Board of Trustees
Minutes for a Regular Meeting
Held June 9, 2021
Attachment 1

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E 911 Service	800 MHz Consortium	Sidewalk Reserve	Fire	Federal Forfeitures	Drug Law Enforcement	Total
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 942,857
-	-	-	-	-	-	1,896,738
-	-	-	77,157	-	-	81,626
-	52,500	-	7,919	-	-	1,958,099
8	20	60	-	2	-	8,907
-	-	35,000	-	26,654	971	62,786
8	52,520	35,060	85,076	26,656	971	4,951,013
-	-	-	-	-	-	31,401
53,137	50,888	-	-	-	-	1,216,628
-	-	-	-	-	-	1,905,153
-	-	-	-	-	-	366,458
-	-	30,000	85,900	25,000	46,000	304,991
53,137	50,888	30,000	85,900	25,000	46,000	3,824,631
(53,129)	1,632	5,060	(824)	1,656	(45,029)	1,126,382
-	-	-	1,157	-	71,845	73,002
(53,129)	1,632	5,060	333	1,656	26,816	1,199,384
53,401	21,592	91,482	-	-	-	3,502,387
\$ 272	\$ 23,224	\$ 96,542	\$ 333	\$ 1,656	\$ 26,816	\$ 4,701,771

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balances

Budget and Actual - Refuse Collection
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	1,763,098	1,988,098	1,895,763	(92,335)
Interest income	1,000	1,000	603	(397)
Other revenues	-	-	-	-
Total revenues	<u>1,764,098</u>	<u>1,989,098</u>	<u>1,896,366</u>	<u>(92,732)</u>
Expenditures				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public works	1,761,532	1,986,532	1,905,153	(81,379)
Culture and recreation	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	<u>1,761,532</u>	<u>1,986,532</u>	<u>1,905,153</u>	<u>(81,379)</u>
Revenues over (under) expenditures	2,566	2,566	(8,787)	(11,353)
Other financing sources				
Transfers in	-	-	-	-
Net change in fund balance	2,566	2,566	(8,787)	(11,353)
Fund balance, beginning of year	518,199	518,199	518,199	-
Fund balance, end of year	<u>\$ 520,765</u>	<u>\$ 520,765</u>	<u>\$ 509,412</u>	<u>\$ (11,353)</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Tree Mitigation
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Interest income	700	700	242	(458)
Other revenues	200,000	200,000	-	(200,000)
Total revenues	200,700	200,700	242	(200,458)
Expenditures				
Current:				
General government	250,500	250,500	31,401	(219,099)
Public safety	-	-	-	-
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	250,500	250,500	31,401	(219,099)
Revenues over (under) expenditures	(49,800)	(49,800)	(31,159)	18,641
Other financing sources				
Transfers in	-	-	-	-
Net change in fund balance	(49,800)	(49,800)	(31,159)	18,641
Fund balance, beginning of year	321,076	321,076	321,076	-
Fund balance, end of year	\$ 271,276	\$ 271,276	\$ 289,917	\$ 18,641

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Building Department
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	1,235,000	1,252,500	1,896,738	644,238
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Interest income	4,000	4,000	5,417	1,417
Other revenues	2,000	2,000	-	(2,000)
Total revenues	<u>1,241,000</u>	<u>1,258,500</u>	<u>1,902,155</u>	<u>643,655</u>
Expenditures				
Current:				
General government	-	-	-	-
Public safety	1,079,801	1,245,646	1,112,603	(133,043)
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	30,000	-	-	-
Total expenditures	<u>1,109,801</u>	<u>1,245,646</u>	<u>1,112,603</u>	<u>(133,043)</u>
Revenues over expenditures	131,199	12,854	789,552	776,698
Other financing sources				
Transfers in	-	-	-	-
Net change in fund balance	131,199	12,854	789,552	776,698
Fund balance, beginning of year	<u>1,717,375</u>	<u>1,717,375</u>	<u>1,717,375</u>	<u>-</u>
Fund balance, end of year	<u>\$ 1,848,574</u>	<u>\$ 1,730,229</u>	<u>\$ 2,506,927</u>	<u>\$ 776,698</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Parks and Recreation Millage
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ 936,224	\$ 936,224	\$ 942,857	\$ 6,633
Licenses and permits	-	-	-	-
Intergovernmental	6,000	6,000	4,469	(1,531)
Charges for services	10,000	10,000	1,917	(8,083)
Interest income	3,000	3,000	2,555	(445)
Other revenues	-	-	161	161
Total revenues	<u>955,224</u>	<u>955,224</u>	<u>951,959</u>	<u>(3,265)</u>
Expenditures				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public works	-	-	-	-
Culture and recreation	318,415	548,415	366,458	(181,957)
Capital outlay	71,339	141,339	118,091	(23,248)
Total expenditures	<u>389,754</u>	<u>689,754</u>	<u>484,549</u>	<u>(205,205)</u>
Revenues over expenditures	565,470	265,470	467,410	201,940
Other financing sources				
Transfers in	-	-	-	-
Net change in fund balance	565,470	265,470	467,410	201,940
Fund balance, beginning of year	779,262	779,262	779,262	-
Fund balance, end of year	<u>\$ 1,344,732</u>	<u>\$ 1,044,732</u>	<u>\$ 1,246,672</u>	<u>\$ 201,940</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - E 911 Service

For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Interest income	50	50	8	(42)
Other revenues	-	-	-	-
Total revenues	<u>50</u>	<u>50</u>	<u>8</u>	<u>(42)</u>
Expenditures				
Current:				
General government	-	-	-	-
Public safety	53,138	53,138	53,137	(1)
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	<u>53,138</u>	<u>53,138</u>	<u>53,137</u>	<u>(1)</u>
Revenues over (under) expenditures	(53,088)	(53,088)	(53,129)	(41)
Other financing sources				
Transfers in	-	-	-	-
Net change in fund balance	<u>(53,088)</u>	<u>(53,088)</u>	<u>(53,129)</u>	<u>(41)</u>
Fund balance, beginning of year	<u>53,401</u>	<u>53,401</u>	<u>53,401</u>	-
Fund balance, end of year	<u>\$ 313</u>	<u>\$ 313</u>	<u>\$ 272</u>	<u>\$ (41)</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - 800 MHz Consortium
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	40,000	40,000	52,500	12,500
Interest income	100	100	20	(80)
Other revenues	-	-	-	-
Total revenues	<u>40,100</u>	<u>40,100</u>	<u>52,520</u>	<u>12,420</u>
Expenditures				
Current:				
General government	-	-	-	-
Public safety	40,100	40,100	50,888	10,788
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	<u>40,100</u>	<u>40,100</u>	<u>50,888</u>	<u>10,788</u>
Revenues over expenditures	-	-	1,632	1,632
Other financing sources				
Transfers in	-	-	-	-
Net change in fund balance	-	-	1,632	1,632
Fund balance, beginning of year	<u>21,592</u>	<u>21,592</u>	<u>21,592</u>	-
Fund balance, end of year	<u>\$ 21,592</u>	<u>\$ 21,592</u>	<u>\$ 23,224</u>	<u>\$ 1,632</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Sidewalk Reserve
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Interest income	100	100	60	(40)
Other revenues	30,000	30,000	35,000	5,000
Total revenues	30,100	30,100	35,060	4,960
Expenditures				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	30,000	30,000	30,000	-
Total expenditures	30,000	30,000	30,000	-
Revenues over (under) expenditures	100	100	5,060	4,960
Other financing sources				
Transfers in	-	-	-	-
Net change in fund balance	100	100	5,060	4,960
Fund balance, beginning of year	91,482	91,482	91,482	-
Fund balance, end of year	\$ 91,582	\$ 91,582	\$ 96,542	\$ 4,960

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Fire

For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	155,587	77,157	(78,430)
Charges for services	-	10,966	7,919	(3,047)
Interest income	-	-	-	-
Other revenues	-	-	-	-
Total revenues	-	166,553	85,076	(81,477)
Expenditures				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	168,553	85,900	(82,653)
Total expenditures	-	168,553	85,900	(82,653)
Revenues over (under) expenditures	-	(2,000)	(824)	1,176
Other financing sources				
Transfers in	-	2,000	1,157	(843)
Net change in fund balance	-	-	333	333
Fund balance, beginning of year	-	-	-	-
Fund balance, end of year	\$ -	\$ -	\$ 333	\$ 333

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Federal Forfeitures
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Interest income	-	10	2	(8)
Other revenues	-	30,000	26,654	(3,346)
Total revenues	-	30,010	26,656	(3,354)
Expenditures				
Current:				
General government	-	-	-	-
Public safety	-	10	-	(10)
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	30,000	25,000	(5,000)
Total expenditures	-	30,010	25,000	(5,010)
Revenues over (under) expenditures	-	-	1,656	1,656
Other financing sources				
Transfers in	-	-	-	-
Net change in fund balance	-	-	1,656	1,656
Fund balance, beginning of year	-	-	-	-
Fund balance, end of year	\$ -	\$ -	\$ 1,656	\$ 1,656

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Drug Law Enforcement
For the Year Ended December 31, 2020

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
Revenues				
Taxes and special assessments	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Interest income	-	10	-	(10)
Other revenues	-	50,000	971	(49,029)
Total revenues	-	50,010	971	(49,039)
Expenditures				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	46,000	46,000	-
Total expenditures	-	46,000	46,000	-
Revenues over (under) expenditures	-	4,010	(45,029)	(49,039)
Other financing sources				
Transfers in	-	-	71,845	71,845
Net change in fund balance	-	4,010	26,816	22,806
Fund balance, beginning of year	-	-	-	-
Fund balance, end of year	\$ -	\$ 4,010	\$ 26,816	\$ 22,806

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Balance Sheet

Nonmajor Debt Service Fund
December 31, 2020

	Mallets Creek	Michigan Avenue East	Total
Assets			
Cash and cash equivalents	\$ 72,568	\$ 157,878	\$ 230,446
Special assessments receivable	101,744	382,168	483,912
Total assets	<u>\$ 174,312</u>	<u>\$ 540,046</u>	<u>\$ 714,358</u>
Deferred inflows of resources			
Unavailable revenue -			
Special assessments	\$ 101,745	\$ 382,168	\$ 483,913
Taxes levied but intended for subsequent period	7,452	12,375	19,827
Total deferred inflows of resources	109,197	394,543	503,740
Fund balances			
Restricted for debt service	65,115	145,503	210,618
Total deferred inflows of resources and fund balances	<u>\$ 174,312</u>	<u>\$ 540,046</u>	<u>\$ 714,358</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Debt Service Fund

For the Year Ended December 31, 2020

	Mallets Creek	Michigan Avenue East	Total
Revenues			
Taxes and special assessments	\$ 20,257	\$ 58,766	\$ 79,023
Interest income	37	74	111
Total revenues	<u>20,294</u>	<u>58,840</u>	<u>79,134</u>
Expenditures			
Debt service-			
Principal	19,878	95,000	114,878
Interest and fiscal charges	2,434	20,750	23,184
Total expenditures	<u>22,312</u>	<u>115,750</u>	<u>138,062</u>
Revenues under expenditures	(2,018)	(56,910)	(58,928)
Other financing source			
Transfers in	-	57,875	57,875
Net change in fund balances	<u>(2,018)</u>	<u>965</u>	<u>(1,053)</u>
Fund balances, beginning of year	67,133	144,538	211,671
Fund balances, end of year	<u>\$ 65,115</u>	<u>\$ 145,503</u>	<u>\$ 210,618</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Balance Sheet

Nonmajor Capital Projects Fund
December 31, 2020

	Township Greenways	Saline Oak Valley	Total
Assets			
Cash	\$ 58,625	\$ 278,502	\$ 337,127
Liabilities			
Accounts payable	\$ 36,090	\$ -	\$ 36,090
Fund balance			
Committed for capital outlay	22,535	278,502	301,037
Total liabilities and fund balances	\$ 58,625	\$ 278,502	\$ 337,127

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statement of Revenues, Expenditures and Change in Fund Balances

Nonmajor Capital Projects Fund
For the Year Ended December 31, 2020

	Township Greenways	Saline Oak Valley	Total
Expenditures			
Capital outlay	\$ 183,416	\$ 96,498	\$ 279,914
Other financing source			
Transfers in	195,989	375,000	570,989
Net change in fund balances	12,573	278,502	291,075
Fund balances, beginning of year	9,962	-	9,962
Fund balances, end of year	<u>\$ 22,535</u>	<u>\$ 278,502</u>	<u>\$ 301,037</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Balance Sheet / Statement of Net Position
Economic Development Corporation Component Unit
December 31, 2020

	Economic Development Authority	Adjustments	Statement of Net Position
Assets			
Cash and cash equivalents	\$ 8,952	\$ -	\$ 8,952
Liabilities			
Accounts payable	8,952	-	8,952
Fund balance			
Unassigned	-	-	-
Total liabilities and fund balance	<u>\$ 8,952</u>		
Net position - unrestricted		<u>\$ -</u>	<u>\$ -</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

**Statement of Revenues, Expenditures
and Changes in Fund Balance / Statement of Activities
Economic Development Corporation Component Unit
For the Year Ended December 31, 2020**

	Economic Development Authority	Adjustments	Statement of Activities
Expenditures/Expenses	\$ -	\$ -	\$ -
Fund balance / net position, beginning of year	-	-	-
Fund balance / net position, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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STATISTICAL SECTION

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Statistical Section Table of Contents

This part of the Pittsfield Charter Township's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Township's overall financial health.

		<u>Page</u>
Financial Trends	These schedules contain trend information to help the reader understand how the Township's financial performance and well-being have changed over time.	114-125
Revenue Capacity	These schedules contain information to help the reader assess the Township's most significant local revenue source, the property tax.	126-131
Debt Capacity	These schedules present information to help the reader assess the affordability of the Township's current levels of outstanding debt and the Township's ability to issue additional debt in the future.	132-136
Demographic and Economic Information	These schedules offer demographic and economic indicators to help the reader understand the environment within which the Township's financial activities take place.	137-145

Sources: Unless otherwise noted, the information in these schedules is derived from the Comprehensive Annual Financial Report for the relevant year.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Net Position by Component

Last Ten Years
(Accrual Basis of Accounting)

	2011	2012	2013	2014
Governmental activities				
Net investment in capital assets	\$ 26,397,690	\$ 27,933,571	\$ 28,568,888	\$ 28,591,948
Restricted	8,693,577	6,458,014	5,228,038	5,483,842
Unrestricted (deficit)	4,136,827	4,385,932	4,955,360	5,249,141
Total net position	<u>\$ 39,228,094</u>	<u>\$ 38,777,517</u>	<u>\$ 38,752,286</u>	<u>\$ 39,324,931</u>
Business-type activities				
Net investment in capital assets	\$ 26,018,663	\$ 25,980,446	\$ 25,944,485	\$ 25,681,148
Unrestricted	9,337,710	8,530,740	9,899,374	10,473,159
Total net position	<u>\$ 35,356,373</u>	<u>\$ 34,511,186</u>	<u>\$ 35,843,859</u>	<u>\$ 36,154,307</u>
Total primary government				
Net investment in capital assets	\$ 52,416,353	\$ 53,914,017	\$ 54,513,373	\$ 54,273,096
Restricted	1,008,374	1,228,596	1,303,303	5,483,842
Unrestricted	21,159,740	18,146,090	18,779,469	15,722,300
Total net position	<u>\$ 74,584,467</u>	<u>\$ 73,288,703</u>	<u>\$ 74,596,145</u>	<u>\$ 75,479,238</u>

[1] GASB Statement No. 68 adopted; prior years are not restated.

[2] GASB Statement No. 75 adopted; prior years are not restated.

Source: Pittsfield Charter Township Finance Department

**Schedule 1
Unaudited**

[1] 2015	2016	2017	[2] 2018	2019	2020
\$ 29,339,544	\$ 31,723,059	\$ 32,160,625	\$ 32,076,247	\$ 30,253,665	\$ 31,891,412
5,522,883	4,493,097	4,237,293	5,859,102	4,425,236	5,565,754
(2,428,164)	(2,515,412)	(2,064,337)	(5,016,417)	(4,869,952)	(3,358,022)
<u>\$ 32,434,263</u>	<u>\$ 33,700,744</u>	<u>\$ 34,333,581</u>	<u>\$ 32,918,932</u>	<u>\$ 29,808,949</u>	<u>\$ 34,099,144</u>
\$ 25,287,945	\$ 26,246,868	\$ 26,089,810	\$ 25,687,327	\$ 26,932,047	\$ 27,484,013
10,723,528	10,470,598	11,438,231	12,318,632	12,280,941	12,475,226
<u>\$ 36,011,473</u>	<u>\$ 36,717,466</u>	<u>\$ 37,528,041</u>	<u>\$ 38,005,959</u>	<u>\$ 39,212,988</u>	<u>\$ 39,959,239</u>
\$ 54,627,489	\$ 57,969,927	\$ 58,250,435	\$ 57,763,574	\$ 57,185,712	\$ 59,375,425
5,522,883	4,493,097	4,237,293	5,859,102	4,425,236	5,565,754
8,295,364	7,955,186	9,373,894	7,302,215	7,410,989	9,117,204
<u>\$ 68,445,736</u>	<u>\$ 70,418,210</u>	<u>\$ 71,861,622</u>	<u>\$ 70,924,891</u>	<u>\$ 69,021,937</u>	<u>\$ 74,058,383</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Changes in Net Position

Last Ten Years

(Accrual Basis of Accounting)

	2011	2012	2013	2014
Expenses				
Governmental activities:				
General government	\$ 3,812,930	\$ 3,062,073	\$ 3,354,770	\$ 4,436,503
Public safety	9,067,580	9,539,187	10,648,372	10,142,446
Public works	2,130,785	2,704,712	2,345,450	2,897,197
Planning and zoning	278,881	450,033	496,898	571,306
Culture and recreation	1,505,128	1,539,044	1,013,722	1,020,879
Interest on long-term debt	201,180	23,829	173,350	137,072
Subtotal governmental activities	16,996,484	17,318,878	18,032,562	19,205,403
Business-type activities -				
Water and sewer	10,577,971	12,301,239	10,668,630	11,322,705
Total expenses	27,574,455	29,620,117	28,701,192	30,528,108
Program revenues				
Governmental activities:				
Charges for services:				
General government	3,901,421	2,847,185	3,395,348	3,598,373
Public safety	863,627	1,152,975	1,175,576	1,195,130
Public works	361,037	476,125	350,302	351,817
Planning and zoning	-	19,755	22,350	42,243
Culture and recreation	249,137	263,295	280,129	244,734
Operating grants and contributions	486,388	576,870	594,970	943,292
Capital grants and contributions	369,859	295,353	257,855	178,659
Subtotal governmental activities	6,231,469	5,631,558	6,076,530	6,554,248
Business-type activities:				
Charges for services	9,653,203	11,446,602	10,712,639	10,897,820
Capital grants and contributions	160,703	74,840	611,530	413,541
Subtotal business-type activities	9,813,906	11,521,442	11,324,169	11,311,361
Total program revenues	16,045,375	17,153,000	17,400,699	17,865,609
Net (expense)/revenue				
Governmental activities	(10,765,015)	(11,687,320)	(11,956,032)	(12,651,155)
Business-type activities	(764,065)	(779,797)	655,539	(11,344)
Total net expense	(11,529,080)	(12,467,117)	(11,300,493)	(12,662,499)

Schedule 2
Unaudited

2015	2016	2017	2018	2019	2020
\$ 4,991,228	\$ 1,866,037	\$ 3,873,204	\$ 5,128,492	\$ 7,566,538	\$ 3,391,810
10,827,667	11,105,474	11,100,671	11,661,957	13,653,191	11,934,564
2,935,584	3,682,229	3,669,446	3,286,464	3,363,362	3,165,932
580,313	679,520	545,261	531,653	669,289	615,807
1,040,377	1,215,857	1,315,306	1,579,556	1,759,681	1,542,958
113,348	121,904	41,477	43,823	61,737	100,056
20,488,517	18,671,021	20,545,365	22,231,945	27,073,798	20,751,127
11,714,090	12,979,953	13,302,595	13,952,869	13,985,622	13,803,335
32,202,607	31,650,974	33,847,960	36,184,814	41,059,420	34,554,462
3,555,319	3,544,774	4,429,619	5,227,334	5,337,242	6,068,540
1,226,894	1,437,775	804,053	611,259	572,824	394,277
345,507	323,379	410,965	388,227	394,743	345,895
36,380	65,437	60,478	78,188	93,785	88,321
292,818	273,469	284,423	290,573	285,653	58,968
159,059	166,295	354,501	229,733	700,137	429,217
1,001,700	27,601	78,878	194,667	879,011	618,820
6,617,677	5,838,730	6,422,917	7,019,981	8,263,395	8,004,038
11,639,920	13,257,931	13,478,573	13,705,805	13,283,992	13,897,985
125,076	169,968	577,346	647,034	1,514,063	582,960
11,764,996	13,427,899	14,055,919	14,352,839	14,798,055	14,480,945
18,382,673	19,266,629	20,478,836	21,372,820	23,061,450	22,484,983
(13,870,840)	(12,832,291)	(14,122,448)	(15,211,964)	(18,810,403)	(12,747,089)
50,906	447,946	753,324	399,970	812,433	677,610
(13,819,934)	(12,384,345)	(13,369,124)	(14,811,994)	(17,997,970)	(12,069,479)

continued...

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Changes in Net Position

Last Ten Years

(Accrual Basis of Accounting)

	2011	2012	2013	2014
General revenues				
Governmental activities:				
Property taxes	\$ 8,999,710	\$ 8,764,881	\$ 9,987,401	\$ 10,806,241
State shared revenues	2,553,734	2,511,761	2,581,031	2,661,470
Unrestricted investment earnings	21,692	11,948	25,035	51,585
Gain on sale of capital assets	-	-	-	-
Transfers	-	21,561	(662,666)	(295,496)
Subtotal governmental activities	11,575,136	11,310,151	11,930,801	13,223,800
Business-type activities:				
Unrestricted investment earnings	10,037	6,226	14,468	26,296
Gain on sale of capital assets	6,207	1,245	-	-
Transfers	-	(21,561)	662,666	295,496
Subtotal business-type activities	16,244	(14,090)	677,134	321,792
Total general revenues	11,591,380	11,296,061	12,607,935	13,545,592
Change in net position				
Governmental activities	810,121	(377,169)	(25,231)	572,645
Business-type activities	(747,821)	(793,887)	1,332,673	310,448
Total change in net position	\$ 62,300	\$ (1,171,056)	\$ 1,307,442	\$ 883,093

Source: Pittsfield Charter Township Finance Department

Schedule 2
Unaudited

2015	2016	2017	2018	2019	2020
\$ 10,920,470	\$ 11,516,766	\$ 11,722,320	\$ 11,981,580	\$ 12,525,684	\$ 13,632,825
2,707,778	2,739,040	2,963,638	3,042,482	3,311,753	3,302,224
52,729	61,348	64,915	73,638	156,733	102,235
21,100	11,618	-	-	-	-
(230,000)	(230,000)	4,412	-	(293,750)	-
<u>13,472,077</u>	<u>14,098,772</u>	<u>14,755,285</u>	<u>15,097,700</u>	<u>15,700,420</u>	<u>17,037,284</u>
27,997	28,047	29,479	46,120	100,846	68,641
17,120	-	32,184	92,033	-	-
230,000	230,000	(4,412)	-	293,750	-
<u>275,117</u>	<u>258,047</u>	<u>57,251</u>	<u>138,153</u>	<u>394,596</u>	<u>68,641</u>
<u>13,747,194</u>	<u>14,356,819</u>	<u>14,812,536</u>	<u>15,235,853</u>	<u>16,095,016</u>	<u>17,105,925</u>
(398,763)	1,266,481	632,837	(114,264)	(3,109,983)	4,290,195
<u>326,023</u>	<u>705,993</u>	<u>810,575</u>	<u>538,123</u>	<u>1,207,029</u>	<u>746,251</u>
<u>\$ (72,740)</u>	<u>\$ 1,972,474</u>	<u>\$ 1,443,412</u>	<u>\$ 423,859</u>	<u>\$ (1,902,954)</u>	<u>\$ 5,036,446</u>

concluded.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Fund Balances - Governmental Funds

Last Ten Years

(Modified Accrual Basis of Accounting)

	2011	2012	2013	2014
General Fund				
Nonspendable	\$ 6,591	\$ 54,243	\$ 22,288	\$ 63,572
Restricted	1,076,932	1,080,154	1,047,218	1,060,350
Committed	245,000	300,000	985,000	950,000
Assigned	-	-	-	-
Unassigned	4,957,687	5,138,749	5,245,990	5,267,352
Total general fund	<u>\$ 6,286,210</u>	<u>\$ 6,573,146</u>	<u>\$ 7,300,496</u>	<u>\$ 7,341,274</u>
All Other Governmental Funds				
Nonspendable	\$ 479	\$ 92,676	\$ 8,569	\$ 100,119
Restricted	7,598,645	5,377,860	4,180,820	4,423,492
Committed	19,839	-	28,190	184,887
Total all other governmental funds	<u>\$ 7,618,963</u>	<u>\$ 5,470,536</u>	<u>\$ 4,217,579</u>	<u>\$ 4,708,498</u>

Source: Pittsfield Charter Township Finance Department

Schedule 3
Unaudited

2015	2016	2017	2018	2019	2020
\$ 8,244	\$ 16,446	\$ 15,853	\$ 14,241	\$ 19,770	\$ 54,274
1,071,963	127,432	140,492	160,338	173,616	186,068
-	650,000	1,615,000	1,165,000	1,165,000	1,465,000
-	-	-	-	2,708	-
5,107,325	3,841,454	3,532,873	3,892,531	4,157,575	3,939,969
<u>\$ 6,187,532</u>	<u>\$ 4,635,332</u>	<u>\$ 5,304,218</u>	<u>\$ 5,232,110</u>	<u>\$ 5,518,669</u>	<u>\$ 5,645,311</u>
\$ 20,027	\$ 15,441	\$ 31,517	\$ 12,867	\$ 11,157	\$ 124,936
4,450,920	4,365,665	4,096,801	4,701,629	4,826,123	5,502,721
619,316	427,187	206,123	502,405	2,052,411	3,315,074
<u>\$ 5,090,263</u>	<u>\$ 4,808,293</u>	<u>\$ 4,334,441</u>	<u>\$ 5,216,901</u>	<u>\$ 6,889,691</u>	<u>\$ 8,942,731</u>

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Changes in Fund Balances - Governmental Funds

Last Ten Years

(Modified Accrual Basis of Accounting)

	2011	2012	2013	2014
Revenues				
Taxes and special assessments	\$ 9,838,106	\$ 9,407,420	\$ 10,732,225	\$ 11,190,558
Licenses and permits	639,248	550,757	867,021	1,001,339
Intergovernmental	2,929,228	2,925,226	3,000,110	3,066,993
Charges for services	3,499,837	2,840,862	2,963,635	3,002,764
Fines and forfeitures	107,786	115,501	160,140	160,253
Franchise fees	499,731	514,309	519,593	544,575
Interest income	12,049	9,828	22,146	51,585
Donations	-	24,351	29,666	19,822
Other revenues	633,799	836,267	824,558	1,220,209
Total revenues	<u>18,159,784</u>	<u>17,224,521</u>	<u>19,119,094</u>	<u>20,258,098</u>
Expenditures				
General government	2,198,339	2,657,052	2,859,147	2,795,747
Public safety	8,802,945	9,073,259	9,437,128	9,583,519
Public works	1,771,989	2,463,230	2,123,037	2,676,387
Planning and zoning	277,006	433,127	475,587	544,518
Culture and recreation	1,069,192	1,074,929	949,886	932,448
Other unallocated	1,182,084	670,459	598,028	446,142
Debt service:				
Principal	752,531	867,532	877,532	804,878
Interest and other charges	194,838	213,773	172,605	134,648
Capital outlay	2,129,860	1,654,212	1,489,085	1,512,618
Total expenditures	<u>18,378,784</u>	<u>19,107,573</u>	<u>18,982,035</u>	<u>19,430,905</u>
Revenues over (under) expenditures	<u>(219,000)</u>	<u>(1,883,052)</u>	<u>137,059</u>	<u>827,193</u>
Other financing sources (uses)				
Issuance of long-term debt	-	-	-	-
Transfers in	1,336,315	5,171,859	4,983,013	5,500,498
Transfers out	(1,336,315)	(5,150,298)	(5,645,679)	(5,795,994)
Total other financing sources (uses)	<u>-</u>	<u>21,561</u>	<u>(662,666)</u>	<u>(295,496)</u>
Net change in fund balance	<u>\$ (219,000)</u>	<u>\$ (1,861,491)</u>	<u>\$ (525,607)</u>	<u>\$ 531,697</u>
Debt services as a percentage of noncapital expenditures	<u>5.49%</u>	<u>6.33%</u>	<u>5.92%</u>	<u>4.94%</u>

Source: Pittsfield Charter Township Finance Department

Schedule 4
Unaudited

2015	2016	2017	2018	2019	2020
\$ 11,372,476	\$ 11,753,664	\$ 11,993,003	\$ 12,182,823	\$ 13,080,988	\$ 13,697,632
842,851	767,172	980,767	1,445,987	1,596,970	2,025,602
2,818,791	2,816,250	3,301,141	3,089,363	4,397,158	4,278,446
3,148,082	3,359,736	3,486,167	3,585,616	3,404,452	3,383,548
131,057	119,656	130,842	136,457	129,874	64,615
570,869	581,539	566,779	538,167	518,839	498,414
52,729	61,348	64,915	73,638	156,733	102,235
6,400	9,707	17,000	7,736	235,740	5,026
799,694	876,446	119,372	295,661	202,877	149,911
19,742,949	20,345,518	20,659,986	21,355,448	23,723,631	24,205,429
3,129,331	3,207,498	2,813,457	3,065,677	3,099,524	3,278,374
10,020,995	10,291,358	10,723,699	10,237,872	11,046,761	11,370,397
2,768,533	3,560,605	3,527,891	3,195,688	3,277,733	3,081,128
543,822	649,780	540,489	499,504	626,398	620,222
988,230	1,111,672	1,339,345	1,437,046	1,569,897	1,487,954
333,469	319,491	420,093	328,930	388,957	75,000
714,878	675,824	702,822	85,000	109,878	450,878
105,930	82,960	37,169	46,347	25,356	115,434
1,679,738	1,085,500	1,329,399	1,649,032	5,326,028	1,546,360
20,284,926	20,984,688	21,434,364	20,545,096	25,470,532	22,025,747
(541,977)	(639,170)	(774,378)	810,352	(1,746,901)	2,179,682
6,941,019	5,668,781	5,966,544	6,502,288	4,000,000	6,701,866
(7,171,019)	(5,898,781)	(5,962,132)	(6,502,288)	6,167,971	(6,701,866)
(230,000)	(230,000)	4,412	-	(6,461,721)	-
				3,706,250	-
\$ (771,977)	\$ (869,170)	\$ (769,966)	\$ 810,352	\$ 1,959,349	\$ 2,179,682
4.28%	4.20%	3.59%	0.66%	0.57%	2.94%

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Changes in Fund Balances - General Fund

Last Ten Years

(Modified Accrual Basis of Accounting)

	2011	2012	2013	2014
Revenues				
Property taxes	\$ 6,847,597	\$ 6,556,789	\$ 6,413,007	\$ 6,914,364
Licenses and permits	135,084	86,145	117,006	89,365
Intergovernmental	2,783,910	2,673,668	2,725,466	2,735,937
Charges for services	1,961,966	1,435,782	1,332,844	1,320,181
Fines and forfeitures	107,786	1,200	2,350	3,300
Franchise fees	490,088	512,189	516,704	544,575
Investment earnings	12,049	7,100	17,060	38,080
Donations	-	24,106	29,666	6,850
Other revenues	487,648	506,132	517,542	492,917
Total revenues	12,826,128	11,803,111	11,671,645	12,145,569
Expenditures				
General government	2,182,209	2,650,810	2,846,263	2,795,747
Public safety	4,984,788	138,685	108,353	116,585
Public works	647,308	1,243,107	849,836	1,336,487
Planning and zoning	277,006	433,127	475,587	544,518
Culture and recreation	1,003,494	1,017,255	939,392	891,966
Other unallocated	1,182,084	670,459	598,028	446,142
Debt service	-	-	-	-
Capital outlay	247,594	436,786	426,598	345,845
Total expenditures	10,524,483	6,590,229	6,244,057	6,477,290
Revenues over (under) expenditures	2,301,645	5,212,882	5,427,588	5,668,279
Other financing sources (uses)				
Transfers in	-	112,176	193,651	61,824
Transfers out	(1,330,365)	(5,038,122)	(4,893,889)	(5,689,325)
Total other financing sources (uses)	(1,330,365)	(4,925,946)	(4,700,238)	(5,627,501)
Net change in fund balance	<u>\$ 971,280</u>	<u>\$ 286,936</u>	<u>\$ 727,350</u>	<u>\$ 40,778</u>

Source: Pittsfield Charter Township Finance Department

PITTSFIELD CHARTER TOWNSHIP
Board of Trustees
Minutes for a Regular Meeting
Held June 9, 2021
Attachment 1

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Schedule 5
Unaudited

2015	2016	2017	2018	2019	2020
\$ 7,045,243	\$ 7,358,916	\$ 7,494,824	\$ 7,638,208	\$ 7,792,815	\$ 8,129,773
108,740	132,753	154,779	172,602	184,255	95,282
2,733,084	2,775,551	3,259,512	3,055,699	3,877,571	3,535,369
1,374,995	1,395,045	1,550,701	1,575,317	1,650,062	1,414,060
1,550	1,800	1,960	3,600	6,750	6,800
570,869	581,539	566,779	538,167	518,839	498,414
41,022	48,916	52,975	49,676	117,570	84,894
6,400	5,000	15,500	5,625	235,740	5,000
602,488	614,102	58,009	56,636	62,758	54,571
12,484,391	12,913,622	13,155,039	13,095,530	14,446,360	13,824,163
3,061,592	3,195,798	2,810,817	3,065,677	3,029,664	3,246,973
165,884	112,145	130,450	136,608	138,262	104,178
1,336,654	2,105,004	1,993,867	1,603,584	1,574,854	1,175,975
543,822	649,780	540,489	499,504	626,398	620,222
951,687	1,053,287	1,298,955	760,240	819,706	1,121,496
333,469	319,491	369,314	328,930	388,957	75,000
151,727	177,625	515,123	511,420	1,413,989	428,250
6,544,835	7,613,130	7,659,015	6,905,963	7,991,830	296,563
5,939,556	5,300,492	5,496,024	6,189,567	6,454,530	7,068,657
	3,595	87,203	120,000		6,755,506
(7,093,298)	(5,891,287)	(5,879,341)	(6,381,675)	(6,167,971)	(6,628,864)
(7,093,298)	(5,887,692)	(5,792,138)	(6,261,675)	(6,167,971)	(6,628,864)
\$ (1,153,742)	\$ (587,200)	\$ (296,114)	\$ (72,108)	\$ 286,559	\$ 126,642

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Taxable and Estimated Actual Value of Property
Last Ten Years

As of Dec. 31,	FYE Dec. 31,	Real Property (1)		Personal Property (1)	
		Taxable Value	Estimated Actual Value	Taxable Value	Estimated Actual Value
2019	2020	\$ 1,893,648,909	\$ 3,787,297,818	\$ 114,554,100	\$ 229,108,200
2018	2019	1,807,708,197	3,615,416,394	120,192,400	240,384,800
2017	2018	1,731,565,944	3,463,131,888	117,308,500	234,617,000
2016	2017	1,685,245,245	3,370,490,490	115,649,500	231,299,000
2015	2016	1,630,269,442	3,260,538,884	119,400,002	238,800,004
2014	2015	1,574,701,371	3,149,402,742	116,147,300	232,294,600
2013	2014	1,534,854,820	3,069,709,640	122,153,900	244,307,800
2012	2013	1,529,357,932	3,058,715,864	122,398,500	244,797,000
2011	2012	1,558,976,815	3,117,953,630	123,020,600	246,041,200
2010	2011	1,604,821,156	3,209,642,312	122,029,200	244,058,400

(1) Does not include properties subject to Industrial Facility Tax exemptions.

(2) Per \$1,000 of taxable value.

Source: Pittsfield Charter Township Assessing Department

**Schedule 6
Unaudited**

Total		(2) Total
Taxable Value	Estimated Actual Value	Direct Tax Rate
\$ 2,008,203,009	\$ 4,016,406,018	6.3315
1,927,900,597	3,855,801,194	6.3315
1,848,874,444	3,697,748,888	6.4887
1,800,894,745	3,601,789,490	6.5479
1,749,669,444	3,499,338,888	6.5916
1,690,848,671	3,381,697,342	6.5916
1,657,008,720	3,314,017,440	6.5916
1,651,756,432	3,303,512,864	6.3113
1,681,997,415	3,363,994,830	5.3554
1,726,850,356	3,453,700,712	5.3554

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Direct and Overlapping Property Tax Rates

Last Ten Years

(rate per \$1,000 of taxable value)

Fiscal Year Ended December 31,	Township Total Direct Rate	Ann Arbor Public Schools	Milan Public Schools	Saline Public Schools	State Education Tax	Washtenaw Community College
2020	6.3315	26.8669	28.3694	26.8440	6.0000	3.3763
2019	6.3315	27.0615	30.9694	26.8471	6.0000	3.3978
2018	6.4887	26.9021	30.9694	26.8406	6.0000	3.4268
2017	6.5479	25.5406	30.9694	26.8452	6.0000	3.4360
2016	6.5916	21.4168	30.9748	25.8500	6.0000	3.4576
2015	6.5916	21.4500	27.3148	25.8500	6.0000	3.4576
2014	6.5916	21.4500	26.0148	25.8500	6.0000	3.4576
2013	6.3113	21.4500	26.9148	25.8500	6.0000	3.6376
2012	5.3554	21.1497	26.0148	25.8500	6.0000	3.7176
2011	5.3554	21.1226	26.0148	25.8500	6.0000	3.6856

Components of Total Direct Rate

Special Voted

	Operating	Public Safety	Parks	Total
2020	3.9923	1.8730	0.4662	6.3315
2019	3.9923	1.8730	0.4662	6.3315
2018	4.0914	1.9195	0.4778	6.4887
2017	4.1286	1.9371	0.4822	6.5479
2016	4.1561	1.9500	0.4855	6.5916
2015	4.1561	1.9500	0.4855	6.5916
2014	4.1561	1.9500	0.4855	6.5916
2013	3.8758	1.9500	0.4855	6.3113
2012	3.8758	0.9941	0.4855	5.3554
2011	3.8758	0.9941	0.4855	5.3554

Source: Pittsfield Charter Township Treasurer's Department

Schedule 7
Unaudited

Washtenaw County	Washtenaw Intermediate School District	Ann Arbor District Library	Saline District Library	Total Homestead	Total Non- Homestead
6.8976	5.3285	1.8519	1.1682	95.0343	113.0343
6.9403	5.3641	1.8663	1.1712	97.9492	115.9492
5.9982	5.4109	1.8913	1.1740	97.1020	115.1020
6.0286	5.4509	1.9000	1.3753	96.0939	114.0939
6.3058	3.9745	1.6500	1.1830	89.4041	112.9225
6.2838	3.9745	1.5500	1.1830	85.6553	103.6553
5.7801	3.9745	1.5500	1.1830	83.8516	101.8516
5.7654	3.9745	1.5500	1.1830	84.6366	102.6366
5.7518	3.9745	1.5500	1.3164	82.6802	100.6802
5.7448	3.9745	1.5500	1.3095	82.6072	100.6072

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule 8
Unaudited

Principal Property Taxpayers
Current Year and Nine Years Ago

Taxpayer	2020			2011		
	[1] Taxable Valuation	Rank	% of Total Twp Taxable Value	[1] Taxable Valuation	Rank	% of Total Twp Taxable Value
LVP BH Valley Ranch	\$ 20,436,900	1	0.95%	\$ -	-	-
LSG Spicetree Apartments	19,675,089	2	0.92%	9,230,916	10	0.55%
Pines of Cloverlane	16,594,831	3	0.77%	14,283,800	5	0.85%
DTE Electric	16,026,500	4	0.75%	12,790,977	7	0.76%
Hamptons of Cloverlane	15,461,876	5	0.72%	-	-	-
Glencoe Hills LLC	14,147,347	6	0.66%	12,957,749	6	0.77%
Oak Valley Partners Inc	12,764,606	7	0.60%	-	-	-
Wolverine Pipeline	11,902,000	8	0.56%	-	-	-
WR Mezz GP LLC	11,132,736	9	0.52%	-	-	-
Uptown Ann Arbor LLC	11,074,780	10	0.52%	-	-	-
McMullen Properties	-	-	-	20,603,098	1	1.22%
Highland Industrial Dev Co	-	-	-	16,004,900	3	0.95%
Thomson Reuters	-	-	-	-	-	-
Meijer Inc	-	-	-	14,295,718	4	0.85%
CitiMortgage	-	-	-	17,229,800	2	1.02%
Hunt Club Apartments	-	-	-	12,757,300	8	0.76%
EPT Nineteen Inc	-	-	-	9,710,100	9	0.58%
	<u>\$ 149,216,665</u>		<u>6.97%</u>	<u>\$ 139,864,358</u>		<u>8.30%</u>

[1] Includes ad valorem and Industrial Facilities Tax properties.

Source: Pittsfield Charter Township Treasurer's Department

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule 9
Unaudited

Property Tax Levies and Collections
Last Ten Years

(1) Fiscal Year Ended December 31,	(2) Taxes Levied for the Fiscal Year	Collected Within the Fiscal Year of the Levy		(3) Delinquent Collections	Total Collections to Date	
		Amount	% of Levy		Amount	% of Levy
2020	\$ 13,500,051	\$ 13,187,693	97.69%	\$ 278,061	\$ 13,465,754	99.75%
2019	12,807,805	12,502,690	97.62%	285,957	12,788,647	99.85%
2018	12,211,853	11,916,562	97.58%	250,619	12,167,181	99.63%
2017	11,985,168	11,629,610	97.03%	331,299	11,960,909	99.80%
2016	11,774,835	11,427,074	97.05%	324,602	11,751,676	99.80%
2015	11,553,223	11,240,899	97.30%	290,799	11,531,698	99.81%
2014	11,097,413	10,741,137	96.79%	317,544	11,058,681	99.65%
2013	10,889,827	10,485,003	96.28%	338,926	10,823,929	99.39%
2012	10,360,713	10,010,053	96.62%	320,524	10,330,577	99.71%
2011	8,985,189	8,594,157	95.65%	358,994	8,953,151	99.64%

(1) Property taxes are levied July 1 of the current fiscal year based on taxable property values as of the preceding December 31. Unpaid property taxes become delinquent as of March 1 of the current fiscal year. The Township's delinquent real property taxes are purchased by Washtenaw County. Uncollected personal property taxes must be collected by the Township Treasurer.

(2) Includes Industrial Facility Tax.

(3) Includes settlement payment from Washtenaw County Treasurer's department for purchase of delinquent real property tax roll.

Source: Pittsfield Charter Township Treasurer's Department

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Ratios of Outstanding Debt by Type
Last Ten Years

	2011	2012	2013	2014
Governmental activities				
General obligation bonds	\$ 3,950,000	\$ 3,255,852	\$ 2,543,682	\$ 1,821,512
Special assessment debt	2,245,986	2,083,454	1,915,922	1,698,144
	6,195,986	5,339,306	4,459,604	3,519,656
Business-type activities				
General obligation bonds	10,483,466	10,217,580	9,717,080	9,281,080
Total outstanding debt	<u>\$ 16,679,452</u>	<u>\$ 15,556,886</u>	<u>\$ 14,176,684</u>	<u>\$ 12,800,736</u>
Total taxable value	\$ 1,726,850,356	\$ 1,681,997,415	\$ 1,651,756,432	\$ 1,657,008,720
Ratio of total debt to taxable value	0.99%	0.95%	0.86%	0.77%
Total population	35,288	35,821	36,068	37,588
Total debt per capita	\$ 473	\$ 436	\$ 393	\$ 341
% of personal income	1.22%	1.06%	0.91%	0.78%

Source: Pittsfield Charter Township Finance Department

Details regarding the Township's debt can be found in the notes to the financial statements.

**Schedule 10
Unaudited**

2015	2016	2017	2018	2019	2020
\$ 1,189,342	\$ 602,172	\$ -	\$ -	\$ 4,000,000	\$ 3,664,000
1,613,266	1,546,579	1,441,516	1,354,275	1,242,156	1,125,037
2,802,608	2,148,751	1,441,516	1,354,275	5,242,156	4,789,037
8,825,080	7,811,080	7,211,080	6,601,080	5,976,080	5,331,080
<u>\$ 11,627,688</u>	<u>\$ 9,959,831</u>	<u>\$ 8,652,596</u>	<u>\$ 7,955,355</u>	<u>\$ 11,218,236</u>	<u>\$ 10,120,117</u>
\$ 1,690,848,671	\$ 1,749,669,444	\$ 1,800,894,745	\$ 1,848,874,444	\$ 1,927,900,597	\$ 2,008,203,009
0.69%	0.57%	0.48%	0.43%	0.58%	0.50%
38,309	38,435	39,730	40,721	39,368	40,360
\$ 304	\$ 259	\$ 218	\$ 195	\$ 285	\$ 251
0.63%	0.50%	0.41%	0.35%	0.48%	0.41%

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule 11
Unaudited

Ratios of Net General Bonded Debt Outstanding
Last Ten Years

Year	Governmental Activities General Obligation Bonds	Business-type Activities General Obligation Bonds	Amounts Available in Debt Service Funds	Total	% of Total Personal Income	% of Actual Taxable Value of Property	Per- Capita
2020	\$ 3,664,000	\$ 5,331,080	\$ (210,618)	\$ 8,784,462	0.36%	0.46%	\$ 217.65
2019	4,000,000	5,976,080	(211,671)	9,764,409	0.42%	0.51%	248.03
2018	-	6,601,080	(218,746)	6,382,334	0.28%	0.35%	156.73
2017	-	7,211,080	(60,193)	7,150,887	0.34%	0.40%	179.99
2016	602,172	7,811,080	(106,824)	8,306,428	0.03%	0.03%	12.89
2015	1,189,342	8,825,080	(104,445)	9,909,977	0.06%	0.06%	28.32
2014	1,821,512	9,281,080	(153,919)	10,948,673	0.10%	0.10%	42.77
2013	2,543,682	9,717,080	(232,547)	12,028,215	0.13%	0.12%	54.06
2012	3,255,852	10,217,580	(928,596)	12,544,836	0.13%	0.12%	54.06
2011	3,950,000	10,483,466	(988,535)	13,444,931	0.18%	0.14%	68.62

Source: Pittsfield Charter Township Finance Department.

Details regarding the Township's debt can be found in the notes to the financial statements.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule 12
Unaudited

Computation of Net Direct and Overlapping Debt
As of December 31, 2020

	Gross Amount Outstanding	Self-Supporting or Paid by Benefited Entity	Net Amount Outstanding
Direct debt			
Bonds and related premium	\$ 4,789,037	\$ 1,125,037	\$ 3,664,000
Overlapping debt			
School districts:			
Saline			38,215,519
Ann Arbor			38,409,693
Milan			7,317,689
Washtenaw County			4,430,839
Washtenaw Community College			768,708
Washtenaw Intermediate School District			5,183,491
Net overlapping debt			94,325,939
Net direct and overlapping debt			\$ 97,989,939

Source: Municipal Advisory Council of Michigan

Overlapping Debt - The Issuer's proportionate share of the debt of other local governmental units that either overlap it (the issuer is located either wholly or partly within the geographic limits of the other units) or underlie it (the other units are located within the geographic limits of the issuer). The debt is generally apportioned based upon relative Assessed Values.

The Assessed Values is the appraised worth of a property as set by a taxing authority for purposes of ad valorem taxation. The method of establishing assessed valuation varies from state to state. For example, in certain jurisdictions the assessed valuation is equal to the full or market value of the property; in other jurisdictions the assessed valuation is equal to a set percentage of full or market value.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

**Schedule 13
Unaudited**

Legal Debt Margin

Last Ten Years

Legal debt margin calculation for fiscal 2020

Assessed value (excluding IFT values)	<u>\$ 2,008,203,009</u>
Debt limit (10% of assessed value)	\$ 200,820,301
Less: net debt applicable to limit	<u>(5,331,080)</u>
Legal debt margin	<u>\$ 195,489,221</u>

Year	Debt Limit	Total Net Debt Applicable to Limit	Legal Debt Margin	Total Net Debt Applicable to Limit as a Percentage of Debt Limit
2020	\$ 200,820,301	\$ 5,331,080	\$ 195,489,221	2.65%
2019	192,790,060	5,976,080	186,813,980	3.10%
2018	184,887,444	6,601,080	178,286,364	3.57%
2017	180,089,475	7,211,080	172,878,395	4.00%
2016	174,966,944	8,411,080	166,555,864	4.81%
2015	169,084,867	10,066,080	159,018,787	5.95%
2014	165,700,872	11,096,080	154,604,792	6.70%
2013	165,175,643	12,096,080	153,079,563	7.32%
2012	168,199,742	13,151,080	155,048,662	7.82%
2011	172,685,036	13,893,466	158,791,570	8.05%

Source: Pittsfield Charter Township Finance Department & Assessing Department

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

**Schedule 14
Unaudited**

**Demographic and Economic Statistics
Last Ten Years**

Year	Population	(1) Total Personal Income (in thousands)	Per Capita Personal Income	Unemployment Rate
2020	40,360	\$ 2,455,623	\$ 60,843	6.45%
2019	39,368	2,337,003	59,363	2.70%
2018	38,884	2,191,036	56,348	2.90%
2017	38,817	2,050,081	52,814	3.10%
2016	38,435	1,975,559	51,400	3.00%
2015	38,309	1,852,815	48,365	3.30%
2014	37,588	1,651,128	43,927	4.50%
2013	36,068	1,558,210	43,202	5.40%
2012	35,821	1,462,249	40,821	5.30%
2011	35,288	1,370,057	38,825	6.10%

(1) Data specific for the Township is not available; accordingly, amount shown is calculated based on Township's population and per capita personal income for Washtenaw County.

Sources: Regional Economic Information System, Bureau of Economic Analysis,
U.S. Department of Commerce, Bureau of Economic Analysis

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PITTSFIELD CHARTER TOWNSHIP
Board of Trustees
Minutes for a Regular Meeting
Held June 9, 2021
Attachment 1

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule 15
Unaudited

Principal Employers
Current Year and Nine Years Ago

Employer	Category	2020			2011		
		Employees	Rank	% of Total Township Employment	Employees	Rank	% of Total Township Employment
Thomson Reuters	Software Publishers	1000+	1	22%	N/A	-	-
Truck Hero (Extang Corp)	Recreational Vehicle Dealers	500-999	2	11%	N/A	-	-
Huron Valley Correctional	Correctional Institutions	250-499	3	7%	N/A	-	-
Cayman Chemical	Medical Devices/Life Sciences Manufactur	250-499	3	7%	N/A	-	-
Meijer	Supermarket and other grocery stores	250-499	3	7%	250-499	4	9%
Target	Department stores, except discounts	250-499	4	5%	N/A	-	-
Kroger	Supermarket and other grocery stores	250-499	4	5%	N/A	-	-
Huron Valley Ambulance	Ambulance Services	100-249	4	4%	N/A	-	-
Pro-Face America	Information Service	100-249	5	4%	N/A	-	-
Cosco	Warehouse clubs and supercenters	100-249	5	4%	N/A	-	-
FAAC Inc.	Fim Studio Production Facilities	100-249	5	3%	N/A	-	-
Tecumseh Products	Other Electrical Components Mfg.	100-249	6	2%	N/A	-	-
Ann Arbor Hospice	Nursing care facilities	100-249	6	3%	N/A	-	-
Arrotech Corp	Miscellaneous electrical Equipment Mfg.	100-249	6	3%	100-249	-	-
Avfuel Corp	Aviation/Business Services	100-249	6	3%	N/A	-	-
Saline High School	Elementary and secondary schools	100-249	6	3%	250-499	7	4%
Pittsfield Care LLC	Senior Community Living	100-249	6	3%	N/A	-	-
Walmart Superstore	Department stores, except discounts	100-249	6	3%	N/A	-	-
A&D Technology	Alternative Energy, Automotive R&D	100-249	7	4%	N/A	-	-
Citigroup	Financial	N/A	-	-	500-999	1	29%
McMullen Properties	Commercial real estate	N/A	-	-	500-999	2	19%
Highland Industrial Properties	Site preparation contractors	N/A	-	-	250-499	3	10%
Pines of Cloverlane Apt	Data Processing and related services	N/A	-	-	250-499	5	6%
Glencoe Hills LLC	Special needs transportation	N/A	-	-	250-499	6	5%

Source: Michigan Department of Technology, Management & Budget and
Ann Arbor Sparks

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Full-Time Equivalent Governmental Employees by Function/Program
 Last Ten Years

Function/Program	2011	2012	2013	2014	2015
General Government					
Supervisor	2	2	2	2	2
Clerk/Elections	5	5	4	5	5
Treasurer	4	4	5	5	5
Assessing	5	5	4	4	4
Finance	2	2	2	2	3
Administrative Services	1	1	1	1	2
Human Resources	1	1	2	2	2
Information Technology	1	1	1	1	1
Community Development	5	5	8	7	7
Building Safety	5	5	5	5	7
Public Safety					
Police	40	42	41	36	38
Fire	24	24	24	25	25
Dispatch/Clerical	12	10	11	11	14
Public Works					
Department of Public Works	9	8	10	10	10
Grounds Maintenance	-	-	-	3	3
Parks and recreation	10	10	10	8	9
Total	126	125	130	127	137

Source: Pittsfield Charter Township Finance Department

Schedule 16
 Unaudited

2016	2017	2018	2019	2020
2	2	1	1	1
5	5	5	5	5
5	5	5	5	5
4	4	5	5	4
3	3	3	3	3
2	3	3	4	4
2	2	2	2	2
1	2	2	2	2
7	5	5	5	6
5	5	6	6	5
39	39	41	40	39
26	26	26	26	24
10	12	1	1	1
12	13	13	13	12
3	3	-	-	-
8	9	12	13	13
134	138	130	131	126

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Operating Indicators by Function/Program

Last Ten Years

Function/Program	2011	2012	2013	2014	2015
Election data					
Registered voters	22,673	23,878	24,878	23,151	23,211
Voters (at the polls or absentee)	6,190	16,367	1,939	9,921	4,974
Percentage voting	27.30%	68.54%	7.79%	42.85%	21.43%
Police					
Traffic citations	2,564	3,181	3,730	2,890	2,506
Arrests	1,417	1,737	1,599	1,551	1,282
Calls for service	13,827	14,469	15,660	16,147	14,948
Fire					
Medical runs	1,426	1,487	1,474	1,509	1,448
Accident runs	523	479	564	628	496
Fire runs	130	133	373	144	208
Other calls for service	498	557	359	534	556

Source: Pittsfield Charter Township Clerk's Department
Pittsfield Charter Township Public Safety Department

Schedule 17
Unaudited

2016	2017	2018	2019	2020
25,535	25,118	26,218	26,337	29,148
19,590	4,001	16,727	2,068	21,433
76.72%	15.93%	63.80%	7.85%	73.53%
2,116	2,951	3,238	2,574	824
1,206	1,593	1,766	1,390	777
16,411	17,491	17,670	16,992	11,576
1,498	1,552	1,662	1,310	1,540
495	530	611	499	246
500	592	410	338	275
220	347	404	582	410

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Capital Asset Statistics by Function/Program

Last Ten Years

Function/Program	2011	2012	2013	2014	2015
Police					
Police department building	1	1	1	1	1
Vehicle patrol units	26	27	27	31	31
Fire					
Number of stations	3	3	3	3	3
Fire units:					
Fire engines	4	3	4	5	5
Ladder trucks	2	2	2	2	2
Tanker trucks	1	1	1	1	1
Rescue vehicles	1	1	1	1	1
Brush trucks	1	1	1	1	1
Adm/Utility trucks	4	3	3	3	3
Public Works					
Sewer:					
Feet of sanitary mains	712,861	712,861	713,356	728,230	731,962
Water:					
Feet of water mains	972,442	974,554	978,570	981,524	988,943
Number of fire hydrants	2,249	2,255	2,274	2,290	2,313
Parks and Recreation					
Parks	16	16	16	16	16
Park acreage	1,032	1,036	1,036	1,036	1,066
Fishing docks	2	2	2	2	2
Play structures	11	12	11	11	13
Historical Farm	1	1	1	1	1
Community center	1	1	1	1	1
Tennis courts	4	4	4	2	2
Pavilions	7	8	8	8	9

Source: Pittsfield Charter Township

Schedule 18
Unaudited

2016	2017	2018	2019	2020
1	1	1	1	1
27	25	29	33	34
3	3	3	3	3
3	3	3	3	3
2	2	2	2	2
1	1	1	3	3
-	-	-	-	-
1	1	1	1	1
5	5	5	3	3
756,916	766,867	773,641	792,094	797,951
1,015,771	1,027,796	1,037,001	1,056,843	1,068,437
2,328	2,361	2,391	2,452	2,482
16	17	17	17	17
1,070	1,070	1,070	1,070	1,085
2	2	2	2	2
14	14	14	14	14
1	1	1	1	1
1	1	1	1	1
2	2	2	2	2
9	9	9	9	9

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Pittsfield Charter
Township,
Michigan



Year Ended
December 31,
2020

Single Audit Act
Compliance

Rehmann

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

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INDEPENDENT AUDITORS' REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY THE UNIFORM GUIDANCE

MONTH XX, 2021

Board of Trustees
Pittsfield Charter Township
Ann Arbor, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of **Pittsfield Charter Township, Michigan** (the "Township"), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the basic financial statements. We issued our report thereon dated **MONTH XX, 2021**, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on those financial statements that collectively comprise the Township's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) and is 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 schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Expenditures of Federal Awards

For the Year Ended December 31, 2020

Federal Agency / Cluster / Program Title	CFDA Number	Passed Through	Pass-through / Grantor Number	Total Subawards	Federal Expenditures
U.S. Department of Housing and Urban Development					
Community Development Block Grant/Entitlement Grant Cluster:					
2016 Entitlement	14.218	WC	B-16-UC-26-006	\$ -	\$ 39,397
2017 Entitlement	14.218	WC	B-17-UC-26-006	-	80,002
2018 Entitlement	14.218	WC	B-18-UC-26-006	-	78,916
Total U.S. Department of Housing and Urban Development				-	198,315
U.S. Department of Justice					
COVID-19 - Coronavirus Emergency Supplemental Funding Program (CESF)					
	16.034	MSP	2020-VD-BX-0434	-	22,440
U.S. Department of Treasury					
COVID-19 - Coronavirus Relief Fund:					
Coronavirus Relief Local Government Grants	21.019	MDT	-n/a-	-	31,596
First Responder Hazard Pay Premiums Program	21.019	MDT	-n/a-	-	55,000
Public Safety and Public Health Payroll Reimbursement Program (PSPHPR)	21.019	MDT	-n/a-	-	377,812
Total U.S. Department of Treasury				-	464,408
U.S. Department of Health and Human Services					
Aging Cluster					
Title III, Part C - Nutrition Services - 2020	93.045	WC	19-9052-CH	-	7,791
U.S. Department of Homeland Security					
COVID-19 Public Assistance Grant Program					
	97.036	MSP	FEMA-4494-DR-MI	-	126,920
Assistance to Firefighters Grant Program - COVID-19 Supplemental (AFG-S)					
	97.044	Direct	EMW-2020-FG-02951	77,156	77,156
Total U.S. Department of Homeland Security				77,156	204,076
Total Expenditures of Federal Awards				\$ 77,156	\$ 897,030

See notes to schedule of expenditures of federal awards.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Notes to Schedule of Expenditures of Federal Awards

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Pittsfield Charter Township, Michigan (the "Township") under programs of the federal government for the year ended December 31, 2020. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the Township, it is not intended to and does not present the financial position, changes in net position or cash flows of the Township.

Expenditures reported on the Schedule are reported on the accrual basis of accounting, which is described in Note 1 to the Township's financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

2. 10% DE MINIMIS COST RATE

For purposes of charging indirect costs to federal awards, the Township has not elected to use the de minimis cost rate as permitted by §200.414 of the Uniform Guidance.

3. PASS-THROUGH AGENCIES

The Township receives certain federal grants as subawards from non-federal entities. Pass-through entities, where applicable, have been identified in the Schedule with an abbreviation, defined as follows:

Pass-through Agency Abbreviation	Pass-through Agency Name
MDT	Michigan Department of Treasury
MSP	Michigan State Police
WC	Washtenaw County

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

MONTH XX, 2021

Board of Trustees
Pittsfield Charter Township
Ann Arbor, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of **Pittsfield Charter Township, Michigan** (the "Township"), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements, and have issued our report thereon dated **MONTH XX, 2021**.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Township's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances 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.

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 a 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. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs, as item 2020-001 that we consider to be a material weakness.

Compliance and Other Matters

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

Pittsfield Charter Township's Response to Findings

The Township's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Township's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Township's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR THE MAJOR FEDERAL PROGRAM
AND INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

MONTH XX, 2021

Board of Trustees
Pittsfield Charter Township
Ann Arbor, Michigan

Report on Compliance for the Major Federal Program

We have audited the compliance of **Pittsfield Charter Township, Michigan** (the "Township") with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Township's major federal program for the year ended December 31, 2020. The Township's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Independent Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Township's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Township's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the Township's compliance.

Opinion on the Major Federal Program

In our opinion, the Township complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2020.

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance, which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying schedule of findings and questioned costs as item 2020-002. Our opinion on the major federal program is not modified with respect to this matter.

The Township's response to the noncompliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Township's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

Report on Internal Control Over Compliance

Management of the Township is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Township's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we did identify a certain deficiency in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as item 2020-002 that we consider to be a significant deficiency.

The Township's response to the internal control over compliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Township's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Findings and Questioned Costs For the Year Ended December 31, 2020

SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

X yes no

Significant deficiency(ies) identified?

 yes X none reported

Noncompliance material to financial statements noted?

 yes X no

Federal Awards

Internal control over major programs:

Material weakness(es) identified?

 yes X no

Significant deficiency(ies) identified?

X yes none reported

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

X yes no

Identification of major programs and type of auditors' report issued on compliance for each major program:

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>	<u>Type of Report</u>
21.019	COVID-19 - Coronavirus Relief Fund	Unmodified

Dollar threshold used to distinguish between Type A and Type B programs:

\$ 750,000

Auditee qualified as low-risk auditee?

 yes X no

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Findings and Questioned Costs

For the Year Ended December 31, 2020

SECTION II – FINANCIAL STATEMENT FINDINGS

2020-001 - Material Capital Asset Adjustments

Finding Type. Material Weakness in Internal Control over Financial Reporting.

Criteria. Management is responsible for maintaining its accounting records in accordance with generally accepted accounting principles (GAAP).

Condition: During our audit, we identified and proposed a material adjustment (which was approved and recorded by management) to adjust the Township's capital asset schedule to the appropriate balances.

Cause. Internal controls did not detect all of the necessary items to be capitalized and depreciated.

Effect. As a result of this condition, the capital asset schedule was initially understated by approximately \$1.9 million.

Recommendation. We recommend that the Township reconcile the Township's capital asset records to the activity including all additions and disposals.

View of Responsible Officials.

Responsible Official.

Estimated Completion Date.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Findings and Questioned Costs

For the Year Ended December 31, 2020

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

2020-002 - Written Policies Required by the Uniform Grant Guidance

Finding Type. Immaterial Noncompliance/Significant Deficiency in Internal Control over Compliance.

Program. Coronavirus Relief Fund (CFDA# 21.019); U.S. Department of Treasury.

Criteria. The Uniform Guidance requires a non-federal entity that has expended federal awards for a grant awarded on or after December 26, 2014 to have written policies pertaining to: 1) Payments (draws of federal funds and how to minimize the time lapsing between the receipt of federal funds and the disbursement to contractors/employees/subrecipients) (§200.302(6)); 2) Procurement (including bidding and a conflict of interest policy) (§200.318) 3) Allowability of costs charged to federal programs (§200.302(7)); 4) Compensation (personnel and benefits policy) (§200.430 and §200.431); and 5) Travel costs (including mileage and per diem) (§200.474).

Condition. Although the Township has processes in place to cover these areas, there are no formal written policies covering payments, procurement, allowability of costs, compensation, and travel costs in accordance with the Uniform Guidance.

Cause. The Township was not aware that written policies were required for these areas in accordance with Uniform Guidance.

Effect. As a result of this condition, the Township did not fully comply with the Uniform Guidance applicable to the above noted grant.

Questioned Costs. No costs are required to be questioned as a result of this finding.

Recommendation. We recommend that Township develop and implement these policies as soon as practical.

View of Responsible Officials.

Responsible Official.

Estimated Completion Date.

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Summary Schedule of Prior Audit Findings
For the Year Ended December 31, 2020

None reported.

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INDEPENDENT AUDITORS' COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

MONTH XX, 2021

Board of Trustees
Pittsfield Charter Township
Ann Arbor, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of *Pittsfield Charter Township, Michigan* (the "Township") as of and for the year ended December 31, 2020, and have issued our report thereon dated **MONTH XX, 2021**. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated December 22, 2020, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing 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 over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Township solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding internal control over financial reporting and compliance noted during our audit in a separate letter to you dated **MONTH XX, 2021**. In addition, we noted certain other matters which are included in Attachment A to this letter.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm has complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Township's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Township is included in Note 1 to the financial statements.

There have been no initial selections of accounting policies and no changes in significant accounting policies or their application during the year.

No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements were:

- Management's estimate of the useful lives of depreciable capital assets is based on the length of time it is believed that those assets will provide some economic benefit in the future.
- Management's estimate of the accrued compensated absences is based on current hourly rates and policies regarding payment of sick and vacation banks.

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- Management's estimate of the insurance claims incurred but not reported is based on information provided by the Township's third party administrators and subsequent claims activity.
- The assumptions used in the actuarial valuation of the other postemployment benefits plan is based on historical trends and industry standards.

We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

In addition, the financial statements include net pension liability and other related amounts, which are dependent on estimates made by the plan. These estimates are based on historical trends and industry standards but are not within the control of management.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

The schedule of adjustments passed is included with management's written representations in Attachment C to this letter, and summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and each applicable opinion unit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Township's financial statements or the auditors' report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in Attachment C to this letter.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Township, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Township's auditors.

Other Information in Documents Containing Audited Financial Statements

Our responsibility for the supplementary information accompanying the financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole. We made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Upcoming Changes in Accounting Standards

Generally accepted accounting principles (GAAP) are continually changing in order to promote the usability and enhance the applicability of information included in external financial reporting. While it would not be practical to include an in-depth discussion of every upcoming change in professional standards, Attachment B to this letter contains a brief overview of recent pronouncements of the Governmental Accounting Standards Board (GASB) and their related effective dates. Management is responsible for reviewing these standards, determining their applicability, and implementing them in future accounting periods.

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This information is intended solely for the use of the governing body and management of ***Pittsfield Charter Township, Michigan*** and is not intended to be and should not be used by anyone other than these specified parties.

DRAFT

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Attachment A - Comments and Recommendations For the December 31, 2020 Audit

During our audit, we became aware of certain other matters that are opportunities for strengthening internal control and/or improving operating efficiency. This memorandum summarizes our comments and recommendations regarding those matters. Our consideration of the Township's internal control over financial reporting is described in our report, dated **MONTH XX, 2021**, issued in accordance with *Government Auditing Standards*. This memorandum does not affect that report or our report dated **MONTH XX, 2021**, on the financial statements of *Pittsfield Charter Township, Michigan*.

Independent Review of Utility Bills (Repeat)

In our walkthrough of the utility billing process, it was noted that while the Utilities Coordinator and the Utilities Accountant review the bills prepared by themselves before sending them to customers, the bills are not reviewed by an independent party prior to mailing. Additionally, we noted that historically when a rate change occurs, the rate in the accounting system is overwritten, thus preventing prorated bills from being properly calculated. As such, we recommend that the Township require a review of the utility bills prior to mailing to customers by an individual independent of the utility bill preparation process.

Restoration of System Back-ups Policy (Repeat)

The Township does not have a policy requiring regular testing of the system back-ups. The Township performs system back-ups on a nightly basis and those back-ups are replicated off-site. However, restoration testing is rarely performed. This exposes the Township to the risk that the back-ups being performed are incomplete or contain errors. We recommend that the Township institute a policy that requires regular system back-up restoration testing.

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

■ Attachment B – Upcoming Changes in Accounting Standards / Regulations

For the December 31, 2020 Audit

The following pronouncements of the Governmental Accounting Standards Board (GASB) have been released recently and may be applicable to the Township in the near future. We encourage management to review the following information and determine which standard(s) may be applicable to the Township. For the complete text of these and other GASB standards, visit www.gasb.org and click on the "Standards & Guidance" tab. If you have questions regarding the applicability, timing, or implementation approach for any of these standards, please contact your audit team.

GASB 87 ■ Leases

Effective 06/15/2022 (your FY 2022)

This standard establishes a single model for reporting all leases (including those previously classified as operating and capital). Lessees will now report offsetting intangible lease assets and lease liabilities equal to the present value of future lease payments. Lessors will report offsetting lease receivables and deferred inflows of resources.

GASB 89 ■ Accounting for Interest Cost Incurred before the End of a Construction Period

Effective 12/15/2021 (your FY 2021)

This standard eliminates the requirement for governments to capitalize interest during the construction period for business-type activities. As this simplifies the accounting for interest, early implementation is encouraged. We do not expect this standard to have any significant effect on the Township.

GASB 91 ■ Conduit Debt Obligations

Effective 12/15/2022 (your FY 2022)

This standard defines "conduit debt obligations", where a government issues debt whose proceeds are received and repaid by a third-party obligor without the issuer being primarily liable. The standard requires issuers to disclose conduit debt obligations, but not to record a liability unless it is more likely than not that a commitment made by the issuer will require it to support one or more debt payments for a conduit debt obligation. We do not expect this standard to have any significant effect on the Township.

GASB 92 ■ Omnibus 2020

Effective 06/15/2022 (your FY 2022)

This standard includes a variety of small technical revisions to previously issued GASB statements. We do not expect this standard to have any significant effect on the Township.

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

■ Attachment B – Upcoming Changes in Accounting Standards / Regulations

For the December 31, 2020 Audit

GASB 93 ■ Replacement of Interbank Offered Rates

Effective 06/15/2022 (your FY 2022)

This standard provides guidance to governments with agreements with variable payments tied to LIBOR, and how to transition them to a new reference rate. We do not expect this standard to have any significant effect on the Township.

GASB 94 ■ Public-Private and Public-Public Partnerships and Availability Payment Arrangements

Effective 06/15/2023 (your FY 2023)

This standard addresses accounting and financial reporting for arrangements in which a government contracts with an operator to provide public services by conveying control of the right to operate or use a capital asset for a period of time in an exchange or exchange-like transaction. We do not expect this standard to have any significant effect on the Township.

GASB 96 ■ Subscription-Based Information Technology Arrangements

Effective 06/15/2023 (your FY 2023)

This standard expands on the new guidance for leases and applies it to computer software contracts (subscriptions) with similar characteristics. Governments that subscribe to a vendor's IT software will now report offsetting intangible subscription assets and subscription liabilities equal to the present value of future subscription payments.

GASB 97 ■ Certain Component Unit Criteria and IRC Section 457 Deferred Compensation Plans

Effective 06/15/2022 (your FY 2022)

This standard amends the requirements for when to report defined contribution pension plans (such as 401k and 403b plans) as fiduciary component units, and how to account for Section 457 deferred compensation plans.

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PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Attachment C – Management Representations
For the December 31, 2020 Audit

The following pages contain the written representations that we requested from management.

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MONTH XX, 2021

Rehmann Robson
675 Robinson Road
Jackson, Michigan 49203

This representation letter is provided in connection with your audit of the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of **Pittsfield Charter Township, Michigan**, as of and for the year ended December 31, 2020, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, where applicable, and the respective budgetary comparison for the General Fund and each major special revenue fund of the Township in conformity with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of **MONTH XX, 2021**:

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated December 22, 2020, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
2. The financial statements referred to above have been fairly presented in accordance with U.S. GAAP, and include all properly classified funds, required supplementary information, and notes to the basic financial statements.
3. We have reviewed and approved the various adjusting journal entries that were proposed by you for recording in our books and records and reflected in the financial statements.
4. With respect to any assistance you provided in drafting the financial statements and related notes, we have performed the following:
 - a. Made all management decisions and performed all management functions;
 - b. Assigned a competent individual to oversee the services;
 - c. Evaluated the adequacy of the services performed;

Rehmann Robson
Page 2 of 8

- d. Evaluated and accepted responsibility for the result of the service performed; and
- e. Established and maintained internal controls, including monitoring ongoing activities.
5. We acknowledge our responsibility for 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.
6. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
7. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
8. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP. For the purposes of this letter, related parties mean members of the governing body; board members; administrative officials; immediate families of administrative officials, board members, and members of the governing body; and any companies affiliated with or owned by such individuals.
9. All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
10. The effects of uncorrected misstatements summarized in the attached schedule and aggregated by you during the current engagement are immaterial, both individually and in the aggregate, to the applicable opinion units and to the financial statements as a whole.
11. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
12. With regard to items reported at fair value:
 - a. The underlying assumptions are reasonable, and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - b. The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - c. The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP.
 - d. There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
13. All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
14. All funds and activities are properly classified.
15. All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, and GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
16. All components of net position and fund balance classifications have been properly reported.
17. All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.

Rehmann Robson
Page 3 of 8

18. All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
19. All interfund and intra-entity transactions and balances have been properly classified and reported.
20. Deposit and investment risks have been properly and fully disclosed.
21. Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
22. All required supplementary information is measured and presented within the prescribed guidelines.
23. We believe that the actuarial assumptions and methods used to measure other postemployment benefit liabilities and costs for financial accounting purposes are appropriate in the circumstances.
24. We are responsible for the fair presentation of the Township's net pension liability as calculated by the Municipal Employees' Retirement System of Michigan (MERS) and related amounts. We provided MERS with complete and accurate information regarding the Township's participation in the plan, and have reviewed the information provided by MERS for inclusion in the Township's financial statements.
25. In response to the novel coronavirus outbreak (COVID-19), the Governor issued various temporary Executive Orders that, among other stipulations, effectively prohibited in-person work activities for most businesses and industries including non-essential government services, having the effect of suspending or severely curtailing operations. As a result, the COVID-19 outbreak is disrupting and affecting the Township's normal activities. The extent of the ultimate impact of the pandemic on the Township's operational and financial performance will depend on certain developments, including the duration and spread of the outbreak and its impact on employees, vendors, and taxpayers, all of which cannot be reasonably predicted at this time. In addition, it may place additional demands on the government for providing emergency services to its citizens. While management reasonably expects the COVID-19 outbreak to negatively impact the Township's financial position, changes in financial position, and, where applicable, the timing and amounts of cash flows, the related financial consequences and duration are highly uncertain.

Information Provided

26. We have provided you with:
 - a. Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - b. Additional information that you have requested from us for the purpose of the audit; and
 - c. Unrestricted access to persons within the Township from whom you determined it necessary to obtain audit evidence.
27. All transactions have been recorded in the accounting records and are reflected in the financial statements.
28. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

Rehmann Robson
Page 4 of 8

29. We have no knowledge of any fraud or suspected fraud that affects the Township and involves:
 - a. Management;
 - b. Employees who have significant roles in internal control; or
 - c. Others where the fraud could have a material effect on the financial statements.
30. We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors (contractors), regulators, or others.
31. We have no knowledge of any instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that has a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
32. We have no knowledge of any instances that have occurred or are likely to have occurred of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
33. We have a process to track the status of audit findings and recommendations.
34. We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
35. We have provided views on your reported audit findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
36. We are not aware of any pending or threatened litigation and claims whose effects should be considered when preparing the financial statements.
37. We have disclosed to you the identity of the Township's related parties and all the related party relationships and transactions of which we are aware.
38. There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
39. The government has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
40. We have disclosed to you all guarantees, whether written or oral, under which the Township is contingently liable.
41. We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
42. There are no:
 - a. Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - b. Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*.

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- c. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB Statement No. 62.
- 43. The government has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- 44. We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 45. We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.

Supplementary Information in Relation to the Financial Statements as a Whole

- 46. With respect to the supplementary information accompanying the financial statements:
 - a. We acknowledge our responsibility for the presentation of the supplementary information in accordance with accounting principles generally accepted in the United States of America.
 - b. We believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America.
 - c. The methods of measurement or presentation have not changed from those used in the prior period.
 - d. We believe the significant assumptions or interpretations underlying the measurement or presentation of the supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.

Required Supplementary Information

- 47. With respect to the required supplementary information accompanying the financial statements:
 - a. We acknowledge our responsibility for the presentation of the required supplementary information in accordance with accounting principles generally accepted in the United States of America.
 - b. We believe the required supplementary information, including its form and content, is measured and fairly presented in accordance with accounting principles generally accepted in the United States of America.
 - c. The methods of measurement or presentation have not changed from those used in the prior period.
 - d. We believe the significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.

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Uniform Guidance (2 CFR 200)

48. With respect to federal awards, we represent the following to you:

- a. We are responsible for understanding and complying with and have complied with the requirements of the Uniform Guidance.
- b. We are responsible for the preparation and presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance.
- c. We believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance.
- d. The methods of measurement or presentation have not changed from those used in the prior period.
- e. We believe the significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- f. We are responsible for including the auditor's report on the schedule of expenditures of federal awards in any document that contains the schedule and that indicates that the auditor has reported on such information.
- g. We have identified and disclosed all of our government programs and related activities subject to the Uniform Guidance compliance audit.
- h. When the schedule of expenditures of federal awards is not presented with the audited financial statements, management will make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by the Township of the schedule of expenditures of federal awards and the auditor's report thereon.
- i. We have, in accordance with the Uniform Guidance, identified in the schedule of expenditures of federal awards, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, and other assistance.
- j. We are responsible for complying with the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our federal programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major federal program; and we have complied, in all material respects, with these requirements.
- k. We have provided to you our interpretations of any compliance requirements that have varying interpretations.
- l. We are responsible for establishing and maintaining effective internal control over compliance requirements applicable to federal programs that provide reasonable assurance that we are managing our federal awards in compliance with laws, regulations, and the provisions of contracts and grant agreements that could have a material effect on our federal programs. Also, no changes have been made in the internal control system to the date of this letter that might significantly affect internal control, including any corrective action taken with regard to significant deficiencies, including material weaknesses, reported in the schedule of findings and questioned costs.

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- m. We have made available to you all contracts and grant agreements (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relating to federal programs.
- n. We have received no requests from a federal agency to audit one or more specific programs as a major program.
- o. We have identified and disclosed to you all amounts questioned and any known noncompliance with the requirements of federal awards, including the results of other audits or program reviews. We also know of no instances of noncompliance occurring subsequent to the end of the period audited.
- p. We have charged costs to federal awards in accordance with applicable cost principles, including amounts claimed or used for matching determined in accordance with relevant guidelines in the Uniform Guidance.
- q. We have made available to you all documentation related to the compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- r. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared (and are prepared on a basis consistent with the schedule of expenditures of federal awards).
- s. The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- t. We have monitored subrecipients to determine if they have expended pass-through assistance in accordance with applicable laws and regulations and have met the requirements of the Uniform Guidance.
- u. We have issued management decisions timely after the receipt of subrecipients' auditor reports that identified noncompliance with laws, regulations, or the provisions of contracts or grant agreements, and have ensured that the subrecipients have taken the appropriate and timely corrective action on findings.
- v. We have considered the results of subrecipients' audits and have made any necessary adjustments to our own books and records.
- w. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- x. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- y. We are responsible for and have accurately completed the appropriate sections of the Data Collection Form as required by the Uniform Guidance, and we are responsible for preparing and implementing a correction action plan for each audit finding.
- z. The reporting package does not contain protected personally identifiable information.
- aa. We have disclosed all contracts or other agreements with service organizations and disclosed to you all communications from these service organizations relating to noncompliance at the organizations.

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- bb. We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- cc. We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.

Michelle L. Anzaldi, Clerk

Tracy Watkins, Finance Director

DRAFT

PITTSFIELD CHARTER TOWNSHIP, MICHIGAN

Schedule of Adjustments Passed (SOAP)

For the December 31, 2020 Audit

In accordance with generally accepted auditing standards, we have prepared the following schedule of proposed audit adjustments, which we believe are immaterial both individually and in the aggregate. We are providing this schedule to both management and those charged with governance to receive their assurance that they agree that the amounts listed below are not material to the financial statements, either individually or in the aggregate, and do not need to be recorded.

	Effect of Passed Adjustment - Over(Under)Statement				
	Assets	Liabilities	Beginning Equity	Revenues	Expenses/ Expenditures
Governmental Activities					
Capital assets improperly expensed in the prior year (capitalized in the current year)	\$ -	\$ -	\$ (1,854,205)	\$ -	\$ (1,854,205)
Misstatement as a percentage of total assets - Governmental Activities	0.00%	0.00%	-2.66%	0.00%	-2.66%