# **Audited Financial Statements**

# Town of Eliot, Maine

June 30, 2013



Proven Expertise and Integrity

# CONTENTS

# JUNE 30, 2013

	PAGE
INDEPENDENT AUDITORS' REPORT	1 - 2
MANAGEMENT'S DISCUSSION AND ANALYSIS	3 - 10
BASIC FINANCIAL STATEMENTS	
GOVERNMENT-WIDE FINANCIAL STATEMENTS	
STATEMENT A - STATEMENT OF NET POSITION	11
STATEMENT B - STATEMENT OF ACTIVITIES	12 - 13
FUND FINANCIAL STATEMENTS	
STATEMENT C - BALANCE SHEET - GOVERNMENTAL FUNDS	14
STATEMENT D - RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION	l 15
STATEMENT E - STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS	16
STATEMENT F - RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES	17
STATEMENT G - BALANCE SHEET – PROPRIETARY FUNDS	18
STATEMENT H - STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION – PROPRIETARY FUNDS	19
STATEMENT I - STATEMENT OF CASH FLOWS – PROPRIETARY FUNDS	20
NOTES TO FINANCIAL STATEMENTS	21 - 39
REQUIRED SUPPLEMENTARY INFORMATION	
REQUIRED SUPPLEMENTARY INFORMATION DESCRIPTION	40

SCHEDULE 1 - BUDGETARY COMPARISON SCHEDULE – BUDGETARY BASIS - BUDGET AND ACTUAL – GENERAL FUND	41
OTHER SUPPLEMENTARY INFORMATION	
OTHER SUPPLEMENTARY INFORMATION DESCRIPTION	42
SCHEDULE 2 - BUDGETARY COMPARISON SCHEDULE – BUDGETARY BASIS - BUDGET AND ACTUAL – GENERAL FUND REVENUES	43
SCHEDULE A - SCHEDULE OF DEPARTMENTAL OPERATIONS	44 - 45
SCHEDULE B - COMBINING BALANCE SHEET – NONMAJOR GOVERNMENTAL FUNDS	46
SCHEDULE C - COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – NONMAJOR GOVERNMENTAL FUNDS	47
SPECIAL REVENUE FUNDS DESCRIPTION	48
SCHEDULE D - COMBINING BALANCE SHEET – NONMAJOR SPECIAL REVENUE FUNDS	49 - 50
SCHEDULE E - COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – NONMAJOR SPECIAL REVENUE FUNDS	51 - 52
CAPITAL PROJECTS DESCRIPTION	53
SCHEDULE F - COMBINING BALANCE SHEET – NONMAJOR CAPITAL PROJECT FUNDS	54 - 55
SCHEDULE G - COMBINING SCHEDULE OF REVENUES, EXPENDITURES  AND CHANGES IN FUND BALANCES – NONMAJOR CAPITA  PROJECT FUNDS	AL 56 - 57
PERMANENT FUNDS DESCRIPTION	58
SCHEDULE H - COMBINING BALANCE SHEET – NONMAJOR PERMANENT FUNDS	59
SCHEDULE I - COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – NONMAJOR PERMANENT FUNDS	60

GENERAL CAPITAL ASSETS DESCRIPTION	61
SCHEDULE J - SCHEDULE OF GENERAL CAPITAL ASSETS BY FUNCTION	62
SCHEDULE K - SCHEDULE OF CHANGES IN GENERAL CAPITAL ASSETS BY FUNCTION	63



#### **Proven Expertise and Integrity**

#### INDEPENDENT AUDITORS' REPORT

Board of Selectmen Town of Eliot Eliot, Maine

#### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the aggregate remaining fund information of the Town of Eliot, Maine, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Town'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.

#### Auditor's 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's 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 entity'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 entity's internal control. Accordingly, we express no such opinion. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

We believe that 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 and the aggregate remaining fund information of the Town of Eliot, Maine as of June 30, 2013, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

#### Other Matters

#### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 11 and budgetary comparison information on page 41 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 Town of Eliot, Maine's basic financial statements. The combining and individual non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

Buxton, Maine October 25, 2013

RHR Smith & Company

# REQUIRED SUPPLEMENTARY INFORMATION MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2013

#### (UNAUDITED)

The following management's discussion and analysis of Town of Eliot, Maine's financial performance provides an overview of the Town's financial activities for the fiscal year ended June 30, 2013. Please read it in conjunction with the Town's financial statements.

#### **Financial Statement Overview**

The Town of Eliot's basic financial statements include the following components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also includes required supplementary information which consists of the general fund budgetary comparison schedule, and other supplementary information which includes combining and other schedules.

#### **Basic Financial Statements**

The basic financial statements include financial information in two differing views: the government-wide financial statements and the fund financial statements. These basic financial statements also include the notes to financial statements that explain in more detail certain information in the financial statements and also provide the user with the accounting policies used in the preparation of the financial statements.

#### **Government-Wide Financial Statements**

The government-wide financial statements provide a broad view of the Town's operations in a manner that is similar to private businesses. These statements provide both short-term as well as long-term information in regards to the Town's financial position. These financial statements are prepared using the accrual basis of accounting. This measurement focus takes into account all revenues and expenses associated with the fiscal year regardless of when cash is received or paid. The government—wide financial statements include the following two statements:

The Statement of Net Position – this statement presents *all* of the government's assets and liabilities with the difference being reported as net position.

The Statement of Activities – this statement presents information that shows how the government's net position changed during the period. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows.

Both of the above mentioned financial statements have separate columns for the two different types of town activities. The types of activities presented for the Town of Eliot are:

- Governmental activities The activities in this section are mostly supported by taxes and intergovernmental revenues (federal and state grants). Most of the Town's basic services are reported in governmental activities, which include general government, public safety, public works, health and sanitation, recreation and culture, education, and other unclassified.
- Business-type activities These activities are normally intended to recover all or a significant portion of their costs through user fees and / or charges to external users for goods and/or services. These activities for the Town of Eliot include the sewer and community services funds.

#### **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 Town of Eliot, like other local governments uses fund accounting to ensure and demonstrate compliance with financial related legal requirements. All of the funds of the Town of Eliot can be divided into two categories: governmental funds and proprietary funds.

Governmental funds: Most of the basic services provided by the Town are financed through governmental funds. Governmental funds are used to account for essentially the same functions reported in governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, the governmental fund financial statements focus on near-term inflows and outflows of spendable resources. They also focus on the balance of spendable resources available at the end of the fiscal year. Such information will be useful in evaluating the government's near-term financing requirements. This approach is known as the current financial resources measurement focus and the modified accrual basis of accounting. Under this approach revenues are recorded when cash is received or when susceptible to accrual. Expenditures are recorded when liabilities are incurred and due. These statements provide a detailed short-term view of the Town's finances to assist in determining whether there will be adequate financial resources available to meet the current needs of the Town.

Because the focus of governmental funds is narrower than that of 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. These reconciliations are presented on the page immediately following each governmental fund financial statement.

The Town of Eliot presents two columns in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances. The Town's major governmental fund is the general fund. All other funds are shown as nonmajor and are combined in the "All Nonmajor Funds" column on these statements.

The general fund is the only fund for which the Town legally adopted a budget. The Budgetary Comparison Schedule – Budgetary Basis – Budget and Actual – General Fund provides a comparison of the original and final budget and the actual expenditures for the current year.

Proprietary Funds: The Town of Eliot maintains two proprietary funds, the sewer and community services funds. These funds are used to show activities that operate more like those of commercial enterprises. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. Like the government-wide financial statements, proprietary fund financial statements use the accrual basis of accounting. No reconciliation is needed between the government-wide financial statements for business-type activities and the proprietary fund financial statements.

#### 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 the Fund Financial Statements. The Notes to Financial Statements can be found following the Statement of Cash Flows.

#### **Required Supplementary Information**

The basic financial statements are followed by a section of required supplementary information, which includes a Budgetary Comparison Schedule – Budgetary Basis – Budget and Actual – General Fund.

#### **Other Supplementary Information**

Other supplementary information follows the required supplementary information. These combining and other schedules provide information in regards to nonmajor funds, capital asset activity and other detailed budgetary information for the general fund.

#### **Government-Wide Financial Analysis**

Our analysis below focuses on the net position, and changes in net position of the Town's governmental and business-type activities. The Town's total net position for governmental activities increased by \$455,148 from \$5.1 million to \$5.6 million. The Town's total net position for business-type activities increased by \$1,196 from \$2,562,807 to \$2,564,003.

Unrestricted net position - the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements - increased by \$504,763 for governmental activities to a balance of \$4,415,717 at the end of this year. Unrestricted net position for business-type activities increased by \$66,599 to a balance of \$172,868.

Table 1
Town of Eliot, Maine
Net Position
June 30,

	Governmental Activities			Business-Type Activites				
	2013		2012		2013		2012	
Assets:								
Current and Other Assets	\$	4,722,864	\$	4,320,530	\$	172,868	\$	106,269
Capital Assets		1,302,054		1,402,310		2,455,076		2,553,765
Total Assets	\$	6,024,918	\$	5,722,840	\$	2,627,944	\$ 2	2,660,034
Liabilities:								
Current Liabilities	\$	90,263	\$	192,185	\$	32,431	\$	33,287
Long-term Debt Outstanding		364,220		414,555		31,510		63,940
Total Liabilities	\$	454,483	\$	606,740	\$	63,941	\$	97,227
Deferred Inflows of Resources:								
Prepaid taxes	\$	8,815	\$	9,628	\$		\$	_
Total Deferred Inflows of Resources	\$	8,815	\$	9,628	\$		\$	
Net Position: Invested in Capital Assets,								
Net of Related Debt	\$	1,094,355	\$	1,144,276	\$	2,391,135	\$ 2	2,456,538
Restricted: Permanent Funds		51,548		51,242		-		_
Unrestricted		4,415,717		3,910,954		172,868		106,269
Total Net Position	\$	5,561,620	\$	5,106,472	\$	2,564,003	\$ 2	2,562,807

Table 2
Town of Eliot, Maine
Change in Net Position
For the Years Ended June 30,

	Governmen	tal Activities	Business-Type Activities			
	2013 2012		2013	2012		
Revenues						
Program revenues:						
Charges for services	\$ 195,300	\$ 209,721	\$ 449,861	\$ 442,272		
Operating grants and contributions	82,415	90,107	-	-		
General revenues:						
Taxes	12,828,736	12,075,135	-	-		
Grants and contributions not restricted						
to specific programs	506,149	498,751	-	-		
Miscellaneous	114,419	122,764	325	4,324		
Transfers in (net)			39,612	180,628		
Total Revenues	13,727,019	13,695,132	489,798	627,224		
Expenses						
General government	1,811,754	1,879,805	-	_		
Protection	1,160,384	1,157,918	-	-		
Public works	1,124,300	916,744	-	_		
Health and sanitation	445,387	444,269	-	_		
Recreation and culture	134,634	2,305	-	_		
Education	7,877,584	7,321,697	-	_		
Debt service	5,792	8,767	-	-		
County tax	448,192	454,431	-	-		
Capital outlay	125,093	80,672	-	-		
Sewer fund	-	-	259,439	324,994		
Community services fund	-	-	229,163	339,150		
Unclassified	99,139	183,847	-	-		
Transfers out (net)	39,612	180,628		<u> </u>		
Total Expenses	13,271,871	13,329,737	488,602	664,144		
Change in Net Position	455,148	365,395	1,196	(36,920)		
Net Position - July 1	5,106,472	4,741,077	2,562,807	2,599,727		
Net Position - June 30	\$ 5,561,620	\$ 5,106,472	\$ 2,564,003	\$ 2,562,807		

# **Revenues and Expenses**

Revenues for the Town's governmental activities increased by 6.06%, while total expenses increased by 5.55%. For the business-type activities revenues decreased by 21.91%, while total expenses decreased by 26.43%.

#### Financial Analysis of the Town's Fund Statements

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

Table 3

Town of Eliot, Maine

Fund Balances - Governmental Funds

June 30,

	 2013		2012
General Fund:			
Committed	\$ 205,120	\$	-
Assigned	39,300		-
Unassigned	1,720,877		2,023,694
Total General Fund	\$ 1,965,297	\$	2,023,694
Route 236 TIF Fund:			
Committed	\$ 1,537,559	\$	1,074,665
Total Route 236 TIF Fund	\$ 1,537,559	\$	1,074,665
Nonmajor Funds:			
Special Revenue Funds:			
Committed	\$ 339,747	\$	289,446
Capital Project Funds:			
Committed	425,136		423,891
Unassigned	(579)		(1,299)
Permanent Funds:			
Restricted	51,548		51,242
Total Nonmajor Funds	\$ 815,852	\$	763,280

The general fund total fund balance decreased by \$58,397 over the prior fiscal year. Revenues were over budget and expenditures were also over budget for a total positive budget variance of \$89,503. A use of surplus was budgeted for \$147,900. The Route 236 TIF Fund increased by \$462,894 due mostly to a transfer from the general fund. The non-major fund balances increased by \$52,572 from the prior fiscal year, mainly due to transfers in from the general fund.

*Proprietary funds*: The Town's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The sewer fund had net income of \$29,651 for the year ended June 30, 2013. Last year, the sewer department had a net loss of \$69,271. Revenues increased while expenses decreased from the prior fiscal year. Depreciation expense accounts for \$77,469 of the current year's expenses. The community services fund had a net loss of \$28,455 for the current year versus a net income of \$32,351 for the prior year. Revenues and expenses both decreased from the prior fiscal year. Depreciation expense accounts for \$21,220 of the current year's expenses.

#### **Budgetary Highlights**

There was no significant difference between the original and final budget for the general fund.

The general fund actual revenues were over budget by \$107,433. This was a result of excess receipts over budget in all categories except property taxes and transfers in from other funds.

The general fund actual expenditures were over the budget by \$17,930. All of the expenditure accounts were over budget except for health and sanitation, recreation and culture and unclassified.

#### **Capital Asset and Debt Administration**

#### Capital Assets

As of June 30, 2013, the net book value of capital assets recorded by the Town decreased by \$198,945 from the prior year. The decrease is the result of current year depreciation expenses of \$248,571 less current year additions of \$49,626.

Table 4
Town of Eliot, Maine
Capital Assets (Net of Depreciation)
June 30,

	2013	2012
Land	\$ 165,822	\$ 165,822
Buildings & improvements	1,351,175	1,404,150
Furniture & fixtures	6,254	7,322
Machinery & equipment	87,591	124,099
Vehicles	350,647	381,517
Infrastructure	1,795,641	1,873,165
Total	\$ 3,757,130	\$ 3,956,075

#### Debt

At June 30, 2013, the Town had \$271,640 in bonds and capital leases outstanding versus \$355,261 last year, a decrease of 23.54% as shown in Note 5 of the financial statements.

#### **Currently Known Facts, Decisions, or Conditions**

#### **Economic Factors and Next Year's Budgets and Rates**

The Town has steadily maintained a sufficient unassigned fund balance to sustain government operations for a period of approximately two months, while also maintaining significant reserve accounts for future capital and program needs.

#### **Contacting the Town's Financial Management**

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact the Town of Eliot at 1333 State Road, Eliot, Maine 03903.

## STATEMENT OF NET POSITION JUNE 30, 2013

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 333,504	\$ 150,996	\$ 484,500
Investments	3,762,176	-	3,762,176
Accounts receivable (net of allowance for uncollectibles):			
Taxes	394,011	-	394,011
Liens	160,126	-	160,126
Other	8,500	86,419	94,919
Internal balances	64,547	(64,547)	
Total current assets	4,722,864	172,868	4,895,732
Noncurrent assets:			
Capital assets:			
Land,	68,004	97,818	165,822
Buildings and vehicles net of accumulated depreciation	1,234,050	2,357,258	3,591,308
Total noncurrent assets	1,302,054	2,455,076	3,757,130
TOTAL ASSETS	\$ 6,024,918	\$ 2,627,944	\$ 8,652,862
LIABILITIES			
Current liabilities:			
Accounts payable	\$ 36,205	\$ -	\$ 36,205
Other accrued payables	3,724	-	3,724
Current portion of long-term obligations	50,334	32,431	82,765
Total current liabilities	90,263	32,431	122,694
Noncurrent liabilities:			
Noncurrent portion of long-term obligations:			
Bonds payable	100,003	31,510	131,513
Capital leases payable	57,362	-	57,362
Accrued compensated absences	206,855	-	206,855
Total noncurrent liabilities	364,220	31,510	395,730
TOTAL LIABILITIES	454,483	63,941	518,424
DEFERRED INFLOWS OF RESOURCES			
Prepaid taxes	8,815		8,815
TOTAL DEFERRED INFLOWS OF RESOURCES	8,815		8,815
NET POSITION			
Invested in capital assets, net of related debt	1,094,355	2,391,135	3,485,490
Restricted for: Permanent funds	51,548	-	51,548
Unrestricted	4,415,717	172,868	4,588,585
TOTAL NET POSITION	5,561,620	2,564,003	8,125,623
TOTAL LIABILITIES, DEFERRED INFLOWS OF		_	
RESOURCES AND NET POSITION	\$ 6,024,918	\$ 2,627,944	\$ 8,652,862

## STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2013

#### Net (Expense) Revenue & Changes

			Р	rogran	n Revenue	s			in Net Position		
				Op	perating	С	apital		Business-		
		Cł	narges for	G	rants &	Gr	ants &	Governmental	type		
Functions/Programs	 Expenses		Services	Con	tributions	Cont	ributions	Activities	Activities	Total	
Governmental activities:											
General government	\$ 1,811,754	\$	69,410	\$	-	\$	-	\$ (1,742,344)	\$ -	\$ (1,742,344)	
Protection	1,160,384		10,634		-		-	(1,149,750)	-	(1,149,750)	
Public works	1,124,300		-		48,120		-	(1,076,180)	-	(1,076,180)	
Health and sanitation	445,387		108,599		34,295		-	(302,493)	-	(302,493)	
Recreation and culture	134,634		-		-		-	(134,634)	-	(134,634)	
Education	7,877,584		-		-		-	(7,877,584)	-	(7,877,584)	
County tax	448,192		-		-		-	(448,192)	-	(448,192)	
Capital outlay	125,093		-		-		-	(125,093)	-	(125,093)	
Interest on long-term debt	5,792		-		-		-	(5,792)	-	(5,792)	
Unclassified	99,139		6,657					(92,482)		(92,482)	
Total governmental activities	 13,232,259		195,300		82,415			(12,954,544)		(12,954,544)	
Business-type activities:											
Sewer fund	259,439		249,478		-		-	-	(9,961)	(9,961)	
Community service fund	229,163		198,668		-		-	-	(30,495)	(30,495)	
Total business-type activities	 488,602		448,146				-		(40,456)	(40,456)	
Total government	\$ 13,720,861	\$	643,446	\$	82,415	\$		(12,954,544)	(40,456)	(12,995,000)	

# STATEMENT OF ACTIVITIES (CONTINUED) FOR THE YEAR ENDED JUNE 30, 2013

		Business-	
	Governmental	type	
	Activities	Activities	Total
Changes in net position:			
Net (expense) revenue	(12,954,544)	(40,456)	(12,995,000)
General revenues and transfers:			
Taxes:			
Property taxes, levied for general purposes	11,588,041	-	11,588,041
Excise taxes, levied for general purposes	1,240,695	-	1,240,695
Grants and contributions not restricted to			
specific programs	506,149	-	506,149
Miscellaneous	114,419	2,040	116,459
Transfers	(39,612)	39,612	
Total general revenues and transfers	13,409,692	41,652	13,451,344
Change in net position	455,148	1,196	456,344
NET POSITION - JULY 1, 2012	5,106,472	2,562,807	7,669,279
NET POSITION - JUNE 30, 2013	\$ 5,561,620	\$ 2,564,003	\$ 8,125,623

## BALANCE SHEET - GOVERNMENTAL FUNDS JUNE 30, 2013

		Route	All	
	General	236	Nonmajor	
	<u>Fund</u>	TIF	Funds	Total
ASSETS				
Cash and cash equivalents	\$ 333,504	\$ -	\$ -	\$ 333,504
Investments	1,431,638	1,500,579	829,959	3,762,176
Receivables (net of allowance for uncollectibles):				
Taxes	394,011	-	-	394,011
Liens	160,126	-	-	160,126
Other	8,500	-	-	8,500
Due from other funds	82,257	36,980	3,603	122,840
TOTAL ASSETS	\$ 2,410,036	\$ 1,537,559	\$ 833,562	\$ 4,781,157
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 36,205	\$ -	\$ -	\$ 36,205
Accrued expenses	3,724	-	-	3,724
Due to other funds	40,583		17,710	58,293
TOTAL LIABILITIES	80,512		17,710	98,222
DEFERRED INFLOWS OF RESOURCES				
Prepaid taxes	8,815	-	-	8,815
Deferred tax revenues	355,412			355,412
TOTAL DEFERRED INFLOWS OF RESOURCES	364,227			364,227
Fund Balances:				
Nonspendable	-	-	-	-
Restricted	-	-	51,548	51,548
Committed	205,120	1,537,559	764,883	2,507,562
Assigned	39,300	-	-	39,300
Unassigned	1,720,877		(579)	1,720,298
TOTAL FUND BALANCES	1,965,297	1,537,559	815,852	4,318,708
TOTAL LIABILITIES, DEFERRED INFLOWS OF				
RESOURCES AND FUND BALANCES	\$ 2,410,036	\$ 1,537,559	\$ 833,562	\$ 4,781,157

# RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION JUNE 30, 2013

		Total
	Go	overnmental
		Funds
Total Fund Balances	\$	4,318,708
Amounts reported for governmental activities in the statement are different because:		
Capital assets used in governmental activities are not financial resources and		
therefore are not reported in the funds, net of accumulated depreciation		1,302,054
Other long-term assets are not available to pay for current-period expenditures		
and therefore are deferred in the funds shown above:		
Taxes and liens receivable		355,412
Long-term liabilities are not due and payable in the current period and		
therefore are not reported in the funds:		
Bonds payable		(133,336)
Capital leases payable		(74,363)
Accrued compensated absences		(206,855)
Net position of governmental activities	\$	5,561,620

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE YEAR ENDED JUNE 30, 2013

REVENUES		General Fund		Route All 236 Nonmajor TIF Funds		Totals Governmental Funds		
Taxes Excise taxes Intergovernmental Charges for services Miscellaneous revenues TOTAL REVENUES	\$	11,540,041 1,240,695 588,564 195,300 82,640 13,647,240	\$	(2,876) (2,876)	\$	34,655 34,655	\$	11,540,041 1,240,695 588,564 195,300 114,419 13,679,019
EXPENDITURES Current: General government		1,796,068						1,796,068
Protection Public works Health and sanitation		1,077,128 1,073,360 445,387		- - -		- - -		1,077,128 1,073,360 445,387
Recreation and culture Education County tax		134,634 7,877,584 448,192		- - -		- - -		134,634 7,877,584 448,192
Unclassified Debt service: Principal		16,599		60,778		38,763		116,140
Interest Capital outlay TOTAL EXPENDITURES		5,792		60,778		174,719 213,482		5,792 174,719 13,182,338
EXCESS REVENUES OVER (UNDER) EXPENDITURES		739,162		(63,654)		(178,827)		496,681
OTHER FINANCING SOURCES Transfers in Transfers (out) TOTAL OTHER FINANCING SOURCES		- (797,559)		526,548		271,011 (39,612)		797,559 (837,171)
(USES) NET CHANGE IN FUND BALANCES		(797,559) (58,397)		526,548 462,894		231,399 52,572		(39,612) 457,069
FUND BALANCES - JULY 1 FUND BALANCES - JUNE 30	\$	2,023,694 1,965,297		,074,665 ,537,559	\$	763,280 815,852	<u> </u>	3,861,639 4,318,708
I DIND DALAINOLO - JUNE 30	Ψ	1,303,237	φ 1	,557,558	Ψ	010,002	φ	4,310,700

# RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2013

Net change in fund balances - total governmental funds (Statement E)	\$ 457,069
Amounts reported for governmental activities in the Statement of Activities (Statement B) are different because:	
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocated those expenditures over the life of the assets:	
Capital asset purchases	49,626
Depreciation expense	(149,882) (100,256)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:  Taxes and liens receivable	48,000
Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position	
Repayment of long-term debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position	50,335
Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds:  Accrued compensated absences	_
·	
Change in net position of governmental activities (Statement B)	\$ 455,148

# BALANCE SHEET – PROPRIETARY FUNDS JUNE 30, 2013

	Enterpri	Total		
	Sewer Community		Enterprise	
	Fund	Services Fund	Funds	
ASSETS				
Current assets:				
Cash and cash equivalents	\$ -	\$ 150,996	\$ 150,996	
Accounts receivable (net of allowance for uncollectibles)	80,823	5,596	86,419	
Due from other funds				
Total current assets	80,823	156,592	237,415	
Noncurrent assets:				
Capital assets:				
Land, infrastructure, and other assets not being depreciated	-	97,818	97,818	
Buildings and equipment, net of accumulated depreciation	1,791,966	565,292	2,357,258	
Total noncurrent assets	1,791,966	663,110	2,455,076	
TOTAL ASSETS	\$ 1,872,789	\$ 819,702	\$ 2,692,491	
LIABILITIES				
Current liabilities:				
Accounts payable	\$ -	\$ -	\$ -	
Due to other funds	64,547	-	64,547	
Current portion of long-term obligations	32,431		32,431	
Total current liabilities	96,978		96,978	
Noncurrent liabilities:				
Noncurrent portion of long-term obligations:				
Bonds payable	31,510		31,510	
Total noncurrent liabilities	31,510		31,510	
TOTAL LIABILITIES	128,488		128,488	
NET POSITION				
Invested in capital assets, net of related debt	1,728,025	663,110	2,391,135	
Unrestricted	16,276	156,592	172,868	
TOTAL NET POSITION	1,744,301	819,702	2,564,003	
TOTAL LIABILITIES AND NET POSITION	\$ 1,872,789	\$ 819,702	\$ 2,692,491	

# STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION PROPRIETARY FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	Enterprise Funds				Total	
	S	ewer	Co	mmunity	E	Enterprise
	Fund		Ser	vices Fund	Funds	
OPERATING REVENUES						
Charges for services	\$ 2	249,478	\$	198,668	\$	448,146
Donations		-		1,715		1,715
Miscellaneous Income		-		325		325
TOTAL OPERATING REVENUES		249,478		200,708		450,186
OPERATING EXPENSES						
Community service		-		207,943		207,943
Operating		175,644		-		175,644
Depreciation		77,469		21,220		98,689
TOTAL OPERATING EXPENSES		253,113		229,163		482,276
OPERATING INCOME (LOSS)		(3,635)		(28,455)		(32,090)
OTHER FINANCING SOURCES (USES)						
Transfers in		39,612		-		39,612
Interest expense		(6,326)				(6,326)
TOTAL OTHER FINANCING SOURCES						
(USES)		33,286				33,286
NET INCOME (LOSS)		29,651		(28,455)		1,196
NET POSITION - JULY 1, 2012	1,	714,650		848,157		2,562,807
NET POSITION - JUNE 30, 2013	\$ 1,	744,301	\$	819,702	\$	2,564,003

# STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	Enterprise Funds				Total	
	Sewer Fund		Community Services Fund		Enterprise Funds	
CASH FLOWS FROM OPERATING ACTIVITIES						
Receipts from customers	\$	239,704	\$	227,475	\$	467,179
Other receipts		-		325		325
Interfund activity		(64,060)		_		(64,060)
Payments to suppliers		(175,644)		(207,943)		(383,587)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES				19,857		19,857
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:						
Transfers in from general fund		39,612		-		39,612
Principal paid on capital debt		(33,286)		-		(33,286)
Interest paid on capital debt		(6,326)				(6,326)
NET CASH PROVIDED (USED) BY CAPITAL AND RELATED						
FINANCING ACTIVITIES		-		-		-
INCREASE (DECREASE) IN CASH		-		19,857		19,857
CASH AND CASH EQUIVALENTS - JULY 1, 2012				131,139		131,139
CASH AND CASH EQUIVALENTS - JUNE 30, 2013	\$		\$	150,996	\$	150,996
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES						
Operating income (loss)  Adjustments to reconcile operating income to net cash provided (used) by operating activities:	\$	(3,635)	\$	(28,455)	\$	(32,090)
Depreciation and amortization expense		77,469		21,220		98,689
Changes in operating assets and liabilities:						
(Increase) decrease in receivables		(9,774)		27,092		17,318
Increase (decrease) in due to other funds		(64,060)		-	1	(64,060)
	\$	-	\$	19,857	\$	19,857

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Reporting Entity

The Town of Eliot was incorporated under the laws of the State of Maine. The Town operates under the selectmen-treasurer form of government and provides the following services: general government services, public safety, public works, health and sanitation, recreation and culture and education.

The Town's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. Although the Town has the option to apply FASB pronouncements issued after that date to its business-type activities and enterprise funds, the Town has chosen not to do so.

The Town's combined financial statements include all accounts and all operations of the Town. We have determined that the Town has no component units as described in GASB Statement No. 14 and amended by GASB Statement No. 39.

#### Government - Wide and Fund Financial Statements

The Town's basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town's major funds).

Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type. The Town's sewer and community services funds are categorized as business-type activities. All other activities of the Town are categorized as governmental.

In the government-wide Statement of Net Position, both the governmental and business-type activities columns are (a) presented on a consolidated basis by column, and (b) are reported on a full accrual, economic resources basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Town's net position are reported in three parts - invested in capital assets, net of related debt; restricted net position; and unrestricted net position. The Town first utilizes restricted resources to finance qualifying activities.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The government-wide Statement of Activities reports both the gross and net cost of each of the Town's functions and business-type activities (general government, public safety, etc.). The functions are also supported by general government revenues (property taxes, certain intergovernmental revenues, miscellaneous revenues, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Program revenues must be directly associated with the function or a business-type activity. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants. For the most part, the interfund activity has been eliminated from these government-wide financial statements.

The net costs (by function) are normally covered by general revenue (taxes, certain intergovernmental revenues and charges for services, etc.).

The Town does not allocate indirect costs. All costs are charged directly to the corresponding department.

The government-wide focus is more on the sustainability of the Town as an entity and the change in the Town's net position resulting from the current year's activities.

#### Measurement Focus - Basic Financial Statements & Fund Financial Statements

The financial transactions of the Town are reported in the individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The following fund types are used by the Town:

#### 1. Governmental Funds:

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Town:

a. The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
- Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities or equipment.
- d. Permanent Funds are used to account for assets held by the Town that are legally restricted pursuant to Title 30-A, §5653 of the Maine State Statutes, as amended, and unless otherwise specified, only earnings, and not principal, may be used for purposes that benefit the Town or its citizenry. The Town's policy for authorizing and spending investment income follows State statutes.

#### 2. Proprietary Funds

The focus of proprietary fund measurement is upon determination of operating income, changes in net position, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. Operating revenues include charges for services, intergovernmental reimbursements and other miscellaneous fees which are a direct result of the proprietary activity. Non-operating revenues are any revenues which are generated outside of the general proprietary activity, i.e. interest income. The following is a description of the proprietary funds of the Town:

a. Enterprise Funds are required to be used to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of net revenues, (b) has third party requirements that the cost of providing. services, including capital costs, be recovered with fees and charges or (c) established fees and charges based on a pricing policy designed to recover similar costs.

The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories. Non-major funds by category are summarized into a single column, GASB Statement No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues, or expenses of either the fund category or the governmental and enterprise combined) for the determination of major funds. The nonmajor funds are combined in a column in the fund financial statements.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

#### 1. Accrual

Governmental activities in the government-wide financial statements and fiduciary fund financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

#### Modified Accrual

The governmental fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

#### Budget

The Town's policy is to adopt an annual budget for operations. The budget is presented on the modified accrual basis of accounting which is consistent with generally accepted accounting principles.

The following procedures are followed in establishing budgetary data reflected in the financial statements:

- 1. Early in the second half of the year the Town prepares a budget for the fiscal year beginning July 1. The operating budget includes proposed expenditures and the means of financing them.
- 2. A meeting of the inhabitants of the Town was called for the purpose of adopting the proposed budget after public notice of the meeting was given.
- 3. The budget was adopted subsequent to passage by the inhabitants of the Town.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. The Town does not adopt budgets for Special Revenue Funds.

#### Deposits and Investments

The Town'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.

It is the Town's policy to value investments at fair value. For purposes of the Statement of Cash Flows, all highly liquid investments with a maturity of three months or less when purchased are considered to be cash equivalents. None of the Town's investments are reported at amortized cost. The Town Treasurer is authorized by State Statutes to invest all excess funds in the following:

- Obligations of the U.S. Government, its agencies and instrumentalities.
- Certificates of deposits and other evidences of deposits at banks, savings and loan associations, and credit unions.
- Repurchase agreements
- Money market mutual funds

#### **Inventories**

Inventories of supplies are considered to be expenditures at the time of purchase and are not included in the general fund balance sheet.

#### **Interfund Receivables and Payables**

Any residual balances outstanding between governmental activities and business-type activities are reported in the governmental-wide financial statements as "internal balances". Interfund balances and transactions have been eliminated in the government-wide financial statements.

#### **Transactions Between Funds**

Legally authorized transfers are treated as interfund transfers and are included in the results of operations of both Governmental and Proprietary Funds.

#### Allowance for Uncollectible Accounts

The allowance for uncollectible accounts is estimated to be \$0 as of June 30, 2013.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **Capital Assets**

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Infrastructure such as streets, traffic signals, and signs are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the estimated useful lives.

The assets are valued at historical cost when available and estimated historical cost where actual invoices or budgetary data was unavailable. Donated fixed assets are valued at their estimated fair market value on the date received. All retirements have been recorded by eliminating the net carrying values.

Infrastructure assets include roads, bridges, underground pipe (other than related to independently owned utilities), traffic signals, etc. These infrastructure assets are likely to be the largest asset class of the Town. The Town has not retroactively recorded infrastructure.

#### Estimated useful lives are as follows:

Buildings 20 - 50 years
Infrastructure 50 - 100 years
Machinery and equipment 3 - 50 years
Vehicles 3 - 25 years

#### **Long-term Obligations**

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental and business-type resources is reported as liabilities in government-wide statements. The long-term debt consists primarily of bonds and capital leases payable and compensated absences.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary fund is the same in the fund statements as it is in the government-wide statements.

#### Compensated Absences

The Town's policies regarding vacation and sick time permit employees to accumulate earned but unused vacation and sick leave. The liability for these compensated absences is recorded as long-term debt in the government-wide financial statements. In the fund financial statements, governmental funds report only the compensated absence liability payable from expendable available financial resources, while the proprietary funds report the liability as it is incurred.

#### **Net Position**

Net position represents the difference between all other elements in a statement of financial position. Net position invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for those assets, and adding back unspent proceeds. Net position is reported as restricted when there are limitations imposed on its use either through enabling legislations adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Unrestricted net position is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or restricted net position.

#### **Fund Balances**

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the Town is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components – nonspendable, restricted, committed, assigned and unassigned.

Nonspendable – This includes amounts that cannot be spent either because they are not in spendable form or because they are legally or contractually required to be maintained intact.

Restricted – This includes amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed – This includes amounts that can be used only for specific purposes determined by a formal action of the inhabitants of the Town. The inhabitants of the Town through Town meetings are the highest level of decision-making authority of the Town. Commitments may be established, modified, or rescinded only through a Town meeting vote.

Assigned – This includes amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. The authority for assigning fund balance is expressed by the Board of Selectmen.

Unassigned – This includes all other spendable amounts. The general fund is the only fund that reports a positive unassigned fund balance amount. Other governmental funds besides the general fund can only report a negative unassigned fund balance amount.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available, the Town considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Town considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Town meeting vote has provided otherwise in its commitment or assignment actions.

The Town is in the process of adopting a set of financial policies to guide the financial operation of the Town. Included in the policies will be guidelines for accumulating and maintaining an operating position in certain budgeted governmental funds such that annual expenditures shall not exceed annual resources, including fund balances. Other funds shall be fully self-supporting to the extent that the fund balance or retained earnings of each fund shall be zero or greater.

### Revenue Recognition - Property Taxes - Modified Accrual Basis

The Town's property tax for the current year was levied July 30, 2012 on the assessed value listed as of April 1, 2012, for all real and personal property located in the Town. Taxes were due in one installment on May 15, 2013. Interest on unpaid taxes commenced on May 16, 2013, at 7% per annum.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property tax revenues are recognized when they become available. Available includes those property tax receivables expected to be collected within sixty days after year end. The remaining receivables have been recorded as deferred revenues.

The Town is permitted by the laws of the State of Maine to levy taxes up to 105% of its net budgeted expenditures for the related fiscal period. The amount raised in excess of 100% is referred to as overlay, and amounted to \$62,628 for the year ended June 30, 2013.

Tax liens are placed on real property within twelve months following the tax commitment date if taxes are delinquent. The Town has the authority to foreclose on property eighteen months after the filing of the lien if tax liens and associated costs remain unpaid.

#### **Program Revenues**

Program revenues include all directly related income items applicable to a particular program (grant income/expenses).

### **Operating/Non-operating Proprietary Fund Revenues**

Operating revenues consist mainly of direct revenue sources and/or charges for services applicable to that fund.

#### **Encumbrance Accounting**

Encumbrances are not liabilities and, therefore, are not recorded as expenditures until receipt of material or service. For budgetary purposes, appropriations lapse at fiscal year-end. The Town does not utilize encumbrance accounting for its general fund.

#### Use of Estimates

During the preparation of the Town's financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets, liabilities, and disclosure of contingent items as of the date of the financial statements and the reported amounts of revenues and expenses/expenditures during the reporting period. Actual results may differ from these estimates.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 2 - DEPOSITS AND INVESTMENTS

State statutes require that all investments made by the Town consider the safe and sound investment of principal and preservation of capital in the overall portfolio, maintenance of sufficient liquidity to meet day-to-day operations and other cash requirements and maximization of income, within established investment risk guidelines, with consistent cash flows throughout the budgetary cycle. These investment policies apply to all Town funds.

#### **Deposits:**

Custodial credit risk for deposits is the risk that, in the event of a failure of a depository financial institution, the Town will not be able to recover its deposits. The Town does not have a policy covering custodial credit risk for deposits. However, the Town maintains deposits in qualifying financial institutions that are a member of the FDIC or NCUSIF as defined in Title 30-A, Section 5706 of the Maine Revised Statutes. At June 30, 2013, the Town's cash balances amounting to \$484,500 were comprised of deposits of \$826,383. All of these bank deposits were fully insured by federal depository insurance and consequently were not exposed to custodial credit risk.

		Bank			
Account Type	Ba	Balance			
Checking accounts Savings accounts	\$ 8	324,223 2,160			
	\$ 8	26,383			

#### Investments:

Custodial credit risk for investments is that, in the event of failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. Currently, the Town does not have a policy for custodial credit risk for investments.

At June 30, 2013, the Town's investments were comprised of mutual funds of \$3,695,585. All of this amount was insured or collateralized with securities held by the financial institution in the Town's name and consequently was not exposed to custodial credit risk.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)

Investment Type	Value	<1 Year	1 - 5 Years	N/A
Mutual funds: Cash equivalents Equities Fixed income	\$ 3,695,585	\$ -	\$ -	
	\$ 3,695,585	\$ -	\$ -	\$ -

Credit risk – Statutes for the State of Maine authorize the Town to invest in obligations of the U.S. Treasury, agencies and instrumentalities, other states and Canada, provided such securities are rated within the three highest grades by an approved rating service of the State of Maine, corporate stocks and bonds within statutory limits, financial institutions, mutual funds and repurchase agreements. The Town does not have an investment policy on credit risk.

Interest rate risk – is the risk that changes in interest rates will adversely affect the fair value of an investment. The Town does not have a policy related to interest rate risk.

#### NOTE 3 - INTERFUND RECEIVABLES AND PAYABLES

Interfund balances at June 30, 2013 consisted of the following individual fund receivables and payables.

	Re	ceivables	F	Payables	
	<u>(</u> C	ue from)	(Due to)		
General Fund	\$	82,257	\$	40,583	
Route 236 TIF		36,980		-	
Special Revenue Funds		3,600		2,455	
Capital Project Funds		3		15,255	
Enterprise Funds				64,547	
	\$	122,840	\$	122,840	

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 4 - CAPITAL ASSETS

The following is a summary of changes in capital assets at June 30, 2013:

	Balance, 7/1/12	Additions	Disposals	Balance, 6/30/13
Governmental activities Non-depreciated assets:				
Land	\$ 68,004	\$ -	\$ -	\$ 68,004
Laria	68,004	<u> </u>	<u> </u>	68,004
Depreciated assets:	· · · · · ·			· · · · · · · · · · · · · · · · · · ·
Buildings & improvements	3,253,060	_	_	3,253,060
Furniture & fixtures	50,543	_	_	50,543
Machinery & equipment	1,133,276	_	_	1,133,276
Vehicles	1,591,889	49,626	-	1,641,515
Infrastructure	4,288	-	-	4,288
	6,033,056	49,626	-	6,082,682
Less: accumulated depreciation	(4,698,750)	(149,882)		(4,848,632)
	1,334,306	(100,256)		1,234,050
Net governmental capital assets	\$ 1,402,310	\$ (100,256)	\$ -	\$ 1,302,054
Business-type activities				
Non-depreciated assets:				
Land	\$ 97,818	\$ -	\$ -	\$ 97,818
	97,818		_	97,818
Depreciated assets:				
Buildings & improvements	776,280	-	-	776,280
Machinery & equipment	112,999	-	-	112,999
Vehicles	45,001	-	-	45,001
Infrastructure	3,873,456			3,873,456
	4,807,736	-	-	4,807,736
Less: accumulated depreciation	(2,351,789)	(98,689)		(2,450,478)
	2,455,947	(98,689)		2,357,258
Net business-type capital assets	\$ 2,553,765	\$ (98,689)	\$ -	\$ 2,455,076

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

## NOTE 4 - CAPITAL ASSETS (CONTINUED)

Current year depreciation:	
General government	\$ 15,686
Public safety	83,256
Public works	 50,940
Total governmental activities	 149,882
Sewer Fund	77,469
Community Services Fund	 21,220
Total business-type activities	 98,689
Total depreciation expense	\$ 248,571

## NOTE 5 - LONG TERM DEBT

The following is a summary of changes in the long-term debt for the year ended June 30, 2013:

	E	Balance, 7/1/12	Add	itions	<u>D</u>	eletions	Balance, 6/30/13	Current Portion
Governmental activities: Bonds payable Capital leases payable Accrued compensated	\$	166,670 91,364	\$	- -	\$	(33,334) (17,001)	\$ 133,336 74,363	\$ 33,333 17,001
absences		206,855					206,855	 
Totals	\$	464,889	\$	-	\$	(50,335)	\$ 414,554	\$ 50,334
Business-type activities:						_		
Bonds payable	\$	97,227	\$		_\$	(33,286)	\$ 63,941	\$ 33,287
Totals	\$	97,227	\$		\$	(33,286)	\$ 63,941	\$ 33,287

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

### NOTE 5 - LONG TERM DEBT (CONTINUED)

The following is a summary of outstanding bonds payable:

#### Bonds payable

Governmental activities:

\$500,000, 2001 bond payable due in annual principal payments of \$33,333, through November of 2016. Interest is charged at a rate varying from 3.250% to 5.125% per annum.

\$ 133,338

Business-type activities:

\$400,000, 1988 bond payable due in varying annual principal payments of \$20,925 to \$33,286, through November of 2014. Interest is charged at a rate varying from 5.30% to 7.85% per annum.

\$ 197,279

Total bonds payable

The following is a summary of outstanding bond principal and interest requirements for the next five fiscal years ending June 30 and in five year increments thereafter:

						Total
	F	Principal	 Interest	_	De	bt Service
		_				
2014	\$	65,766	\$ 7,866		\$	73,632
2015		64,845	3,916			68,761
2016		33,334	2,563			35,897
2017		33,334	854			34,188
2018			 -	_		-
	\$	197,279	\$ 15,199	_	\$	212,478

A summary of the outstanding capital leases payable is as follows:

The Town leases photocopiers under a non-cancelable lease agreement. The lease agreement calls for monthly payments of \$244 with maturity in November of 2016.

The Town leases a backhoe loader under a non-cancelable lease agreement. The lease agreement calls for annual payments of \$18,182 with maturity in August of 2016.

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

### NOTE 5 - LONG TERM DEBT (CONTINUED)

Future minimum payments, for the next five years ending June 30, are as follows:

2014	\$ 21,110
2015	21,110
2016	21,110
2017	19,402
2018	1
Total payments	\$ 82,733
Less: interest portion of total payments	(8,370)
Present value of future minimum lease payments	\$ 74,363

All bonds payable are direct obligations of the Town, for which its full faith and credit are pledged. The Town is not obligated for any special assessment debt. All debt is payable from taxes levied on all taxable property within the Town.

### NOTE 6 - RESTRICTED FUND BALANCES

The following fund balances have been restricted at June 30, 2013 for the following purposes:

Permanent funds (Schedule H)	\$	51,548
Torriando (Goriodalo 11)	<u> </u>	01,010

#### NOTE 7 - COMMITTED FUND BALANCES

At June 30, 2013, the Town had the following committed fund balances:

General fund:	
Budgeted use of surplus for FY2014 budget	\$ 205,120
Route 236 TIF	1,537,559
Special revenue funds (Schedule D)	339,747
Capital project funds (Schedule F)	425,136
	\$ 2,507,562

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

### NOTE 8 - ASSIGNED FUND BALANCES

At June 30, 2013, the Town had the following assigned fund balances:

MS4 storm water discharge permit

\$ 39,300

### NOTE 9 - EXPENDITURES OVER APPROPRIATIONS

The Town had the following appropriations that were overspent at June 30, 2013:

	Excess
Article 7 - General expenses	\$ 24,857
Article 9 - Police department	4,252
Article 10 - Public safety	244
Article 17 - Snow removal	98,495
Article 45 - Employee fringe benefits	 1,788
	\$ 104,779

Several of the overspent appropriations were due to the accrual of accounts payable at year end.

### NOTE 10 - DEFICIT FUND BALANCE

The following fund had a deficit fund balance as of June 30, 2013:

### NOTE 11 - OVERLAPPING DEBT

The Town is responsible for its proportionate share of County debt. As of June 30, 2013, the Town's share was as follows:

	Outstanding Debt	Town's Percentage	Total Share	
County of York	\$ 8,900,000	2.79%	\$ 248,310	

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 12 - RISK MANAGEMENT

The Town faces a full realm of risks typical of a thriving entity. Liabilities associated with torts and protections against damage of loss of assets are the general categories of risk for which the Town carries commercial insurance. Specific insurance related to these categories includes general, police and public officials' liability coverage, workers compensation, and automobile insurance. The Town is liable for deductibles ranging up to \$1,000 for settlements exceeding the limits of coverage, which range from \$50,000 to \$3,000,000. The amount of settlements has not exceeded insurance coverage for each of the past three years.

#### NOTE 13 - DEFINED BENEFIT PENSION PLAN

### **Plan Description**

The Town participates in the Maine Public Employees Retirement System Consolidated Plan, a cost-sharing multiple-employer defined benefit pension plan established by the Maine State legislature. The Maine Public Employees Retirement System Consolidated Plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Title 5 of the Maine Revised Statutes Annotated assigns the authority to establish and amend benefit provisions to the Maine State Legislature. The Maine Public Employees Retirement System issues a publicly available financial report that includes financial statements and required supplementary information for the Consolidated Plan. That report may be obtained by writing to Maine Public Employees Retirement System, 46 State House Station, Augusta, Maine 04333 or by calling (800) 451-9800.

### **Funding Policy**

The contribution requirements of plan members and the Town are established and may be amended by the Maine State Legislature. Employees are part of the regular plan 110 AC and are required to contribute 6.5% of their annual salary. The Town is required to contribute 2.8% of members' covered payroll annually to the system. The Town's contributions to the plan for the fiscal year ended June 30, 2013 was \$96,136.

### **Unfunded Actuarial Accrued Liability**

The Town has no actuarial accrued liability.

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

#### NOTE 14 - TAX INCREMENT FINANCING DISTRICT

The Town has established two tax increment financing districts in accordance with Maine statutes to finance development programs located in the Town of Eliot. The expenditures from these development programs will be recovered in future years through an incremental tax levied upon the districts' so called "captured asset value". A portion of the incremental tax revenues will be returned to the district to repay principal and interest on any indebtedness to fund the expenditures of the development program and to finance future expansion.

### Route 236 Municipal Tax Increment Financing District

The Town has established a municipal development tax increment financing district and development program on Route 236. The Town will capture and retain 100% of the increased assessed value from both taxable real and personal property improvements in the district and apply the revenues towards an engineering study, debt service on water and sewer improvements and extensions, water and sewer treatment and administrative and professional costs.

### Eliot Commons Tax Increment Financing District

The Town has entered into a credit enhancement agreement with Sea Dog Realty, LLC where the Town will establish a development program fund which shall consist of a project cost account that is pledged to and charged with the payment of project costs.

### **NOTE 15 - CONTINGENCIES**

With regard to pending legal claims or any unasserted claims, it is not feasible at this time to predict or determine their outcome. Management believes, however, that settlement amounts, if any, will not have a material adverse effect on the Town's financial position.

The Town participates in various intergovernmental grant programs which may be subject to future program compliance audits by the grantors or their representatives. Accordingly, the Town's compliance with applicable grant requirement may be established at some future date. The amount, if any, of any liabilities arising from the disallowance of expenditures or ineligibility of grant revenues cannot be determined at this time.

### Required Supplementary Information

Required supplementary information includes financial information and disclosures that are required by the Government Accounting Standards Board but are not considered a part of the basic financial statements. Such information includes:

 Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual -General Fund

### BUDGETARY COMPARISON SCHEDULE – BUDGETARY BASIS BUDGET AND ACTUAL – GENERAL FUND FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual	Variance Positive
	Original	Final	Actual	(Negative)
		- 11101	7111041110	(Progative)
Budgetary Fund Balance, July 1	\$ 2,023,694	\$ 2,023,694	\$ 2,023,694	\$ -
Resources (Inflows):				
Taxes:				
Property taxes	11,639,333	11,639,333	11,540,041	(99,292)
Excise taxes	1,120,000	1,120,000	1,240,695	120,695
Intergovernmental revenues:				
State revenue sharing	350,000	350,000	357,770	7,770
Homestead exemption	95,696	95,696	98,227	2,531
BETE reimbursement	6,658	6,658	6,686	28
Block grant funds	48,120	48,120	48,120	-
General assistance	33,000	33,000	34,295	1,295
Other revenues	-	-	43,466	43,466
Charges for services	182,000	182,000	195,300	13,300
Interest income	25,000	25,000	33,084	8,084
Miscellaneous revenues	15,000	15,000	49,556	34,556
Transfers from other funds	25,000	25,000		(25,000)
Amounts Available for Appropriation	15,563,501	15,563,501	15,670,934	107,433
Charges to Appropriations (Outflows):				
General government	1,789,041	1,789,041	1,796,068	(7,027)
Public safety	1,076,376	1,076,376	1,077,128	(752)
Public works	1,032,340	1,032,340	1,073,360	(41,020)
Health and sanitation	466,022	466,022	445,387	20,635
Recreation and culture	142,714	142,714	134,634	8,080
Education	7,877,584	7,877,584	7,877,584	-
County tax	448,192	448,192	448,192	-
Unclassified	62,628	62,628	16,599	46,029
Debt service:				
Principal	33,334	33,334	33,334	-
Interest	5,792	5,792	5,792	-
Transfers to other funds	753,684	753,684	797,559	(43,875)
Total Charges to Appropriations	13,687,707	13,687,707	13,705,637	(17,930)
Budgetary Fund Balance, June 30	\$ 1,875,794	\$ 1,875,794	\$ 1,965,297	\$ 89,503
Utilization of Assigned Fund Balance	\$ -	\$ -	\$ -	\$ -
Utilization of Unassigned Fund Balance	147,900	147,900		(147,900)
	\$ 147,900	\$ 147,900	\$ -	\$ (147,900)

### Other Supplementary Information

Other supplementary information includes financial statements and schedules not required by the Government Accounting Standards Board, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

- Budgetary Comparison Schedule Budgetary Basis Budget and Actual - General Fund Revenues
- Schedule of Departmental Operations General Fund
- Combining Balance Sheet Nonmajor Governmental Funds
- Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds
- Combining Balance Sheet Nonmajor Special Revenue Funds
- Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Special Revenue Funds
- Combining Balance Sheet Nonmajor Capital Projects Funds
- Combining Schedule of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Capital Project Funds
- Combining Balance Sheet Nonmajor Permanent Funds
- Combining Schedule of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Permanent Funds
- Schedule of General Capital Assets by Function
- Schedule of Changes in General Capital Assets by Function

### BUDGETARY COMPARISON SCHEDULE – BUDGETARY BASIS BUDGET AND ACTUAL – GENERAL FUND REVENUES FOR THE YEAR ENDED JUNE 30, 2013

	Original Budget	Final Budget	Actual Amounts	Variance Positive (Negative)
Resources (Inflows):				
Taxes:				
Property taxes	\$ 11,639,333	\$ 11,639,333	\$ 11,540,041	\$ (99,292)
Motor vehicle excise	1,110,000	1,110,000	1,225,631	115,631
Boat excise	10,000	10,000	15,064	5,064
Intergovernmental revenues:				
State revenue sharing	350,000	350,000	357,770	7,770
Homestead exemption	95,696	95,696	98,227	2,531
BETE reimbursement	6,658	6,658	6,686	28
Block grant funds	48,120	48,120	48,120	-
General assistance	33,000	33,000	34,295	1,295
Other revenues		-	43,466	43,466
Charges for services:				
Town clerk fees	30,000	30,000	32,991	2,991
Building & plumbing permits	30,000	30,000	36,419	6,419
Police	15,000	15,000	10,634	(4,366)
Recycling/clear bags	100,000	100,000	108,599	8,599
Mooring fees	7,000	7,000	6,657	(343)
Interest income	25,000	25,000	33,084	8,084
Other revenues:				
Tax liens	-	-	6,703	6,703
Insurance reimbursement	-	-	16,855	16,855
Sale of town owned property	-	-	-	-
Misc. other	15,000	15,000	25,998	10,998
Transfers in from other funds	25,000	25,000		(25,000)
Amounts Available for Appropriation	\$ 13,539,807	\$ 13,539,807	\$ 13,647,240	\$ 107,433

# SCHEDULE OF DEPARTMENTAL OPERATIONS FOR THE YEAR ENDED JUNE 30, 2013

		Budget	Total		Variance
=\/==\\==\	Budget	Adjustments	Available	Actual	Positive (Negative)
EXPENDITURES					
General government:	Ф. 4.000.400		Ф. 4.000.400	Φ 4 000 000	<b>4</b> (00.045)
Administration	\$ 1,603,438	\$ -	\$ 1,603,438	\$ 1,630,083	\$ (26,645)
Town committees	177,603	-	177,603	159,649	17,954
Hearings & elections	8,000		8,000	6,336	1,664
	1,789,041		1,789,041	1,796,068	(7,027)
Public safety:					
Police department	710,706	-	710,706	714,958	(4,252)
Fire department	150,020	-	150,020	149,868	152
Animal control	3,000	-	3,000	1,560	1,440
Harbor master	5,000	_	5,000	2,848	2,152
Hydrant rental	61,650	_	61,650	62,622	(972)
Ambulance service	55,000	_	55,000	50,250	4,750
24 hour answering service	70,000	_	70,000	74,885	(4,885)
Street lights	21,000		21,000	20,137	863
	1,076,376		1,076,376	1,077,128	(752)
Public works:					
Highway department	440,529	_	440,529	452,973	(12,444)
Snow & winter maintenance	180,000	_	180,000	278,495	(98,495)
Summer maintenance	36,600	_	36,600	36,281	319
Roads & bridges	335,250	_	335,250	275,931	59,319
Town parks maintenance	39,961	_	39,961	29,680	10,281
	1,032,340		1,032,340	1,073,360	(41,020)
Health & sanitation:					
Transfer station	376,125	_	376,125	355,561	20,564
Social services	24,897	_	24,897	24,897	
General assistance	65,000	_	65,000	64,929	71
233.4. 400.0.4.100	466,022		466,022	445,387	20,635
	,		,	,	

# SCHEDULE OF DEPARTMENTAL OPERATIONS FOR THE YEAR ENDED JUNE 30, 2013

	Budget	Budget Adjustments	Total Available	Actual	Variance Positive (Negative)
Recreation & culture:					
Community services	142,714		142,714	134,634	8,080
	142,714		142,714	134,634	8,080
Debt service:					
Principal	33,334	-	33,334	33,334	-
Interest	5,792		5,792	5,792	
	39,126		39,126	39,126	
Education	7,877,584		7,877,584	7,877,584	
County tax	448,192		448,192	448,192	
Unclassified:					
Overlay	62,628		62,628	16,599	46,029
	62,628		62,628	16,599	46,029
Transfers out	753,684		753,684	797,559	(43,875)
Total Expenditures	\$ 13,687,707	\$ -	\$ 13,687,707	\$ 13,705,637	\$ (17,930)

# COMBINING BALANCE SHEET – NONMAJOR GOVERNMENTAL FUNDS JUNE 30, 2013

		Special	ecial Capital				Total Nonmajo		
	F	Revenue		Project	Pe	rmanent	Go	vernmental	
		Funds		Funds		Funds		Funds	
ASSETS									
Cash and cash equivalents	\$	-	\$	-	\$	-	\$	-	
Investments		338,602		439,809		51,548		829,959	
Accounts receivable		-		-		-		-	
Due from other funds		3,600		3				3,603	
Total assets	\$	342,202	\$	439,812	\$	51,548	\$	833,562	
LIABILITIES									
Accounts payable	\$	-	\$	-	\$	-	\$	-	
Due to other funds		2,455		15,255				17,710	
Total liabilities		2,455		15,255				17,710	
FUND BALANCES									
Nonspendable		-		-		-		-	
Restricted		-		-		51,548		51,548	
Committed		339,747		425,136		-		764,883	
Assigned		-		-		-		-	
Unassigned				(579)				(579)	
Total fund balances		339,747		424,557		51,548		815,852	
Total liabilites and fund									
balances	\$	342,202	\$	439,812	\$	51,548	\$	833,562	

# COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – NONMAJOR GOVERNMENTAL FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	Special			Capital			Total Nonmajor		
	F	Revenue		Project	Pe	rmanent	Go	vernmental	
		Funds	Funds			Funds	Funds		
REVENUES									
Investment income	\$	1,006	\$	2,099	\$	306	\$	3,411	
Other		24,244		7,000		_		31,244	
TOTAL REVENUES		25,250		9,099		306		34,655	
EXPENDITURES									
Capital outlay		-		174,719		-		174,719	
Other		3,337		35,426		-		38,763	
TOTAL EXPENDITURES		3,337		210,145		-		213,482	
EXCESS OF REVENUES OVER									
(UNDER) EXPENDITURES		21,913		(201,046)		306		34,655	
OTHER FINANCING SOURCES (USES)									
Transfers In		68,000		203,011		-		271,011	
Transfers (Out)		(39,612)				-		(39,612)	
TOTAL OTHER FINANCING		_		_				_	
SOURCES (USES)		28,388		203,011		-		231,399	
NET CHANGE IN FUND BALANCES		50,301		1,965		306		266,054	
FUND BALANCES - JULY 1		289,446		422,592		51,242		763,280	
FUND BALANCES - JUNE 30	\$	339,747	\$	424,557	\$ 51,548		\$	815,852	

## Special Revenue Funds

Special revenue funds are established to account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditures for specific purposes.

# COMBINING BALANCE SHEET – NONMAJOR SPECIAL REVENUE FUNDS JUNE 30, 2013

	Sewer Betterment Reserve	Sick Leave Reserve	Town Insurance Reserve	Revaluation Reserve	Legal Fees Reserve	200th Celebration Reserve	Street Lights Reserve
ASSETS Investments Accounts receivable Due from other funds	\$ 22,725 - 1,946	\$ 56,538	\$ 8,339 - -	\$ 31,772 - -	\$ 73,971 - -	\$ 25 - -	\$ 6,214 - -
TOTAL ASSETS	\$ 24,671	\$ 56,538	\$ 8,339	\$ 31,772	\$ 73,971	\$ 25	\$ 6,214
LIABILITIES AND FUND BALANC	ES						
LIABILITIES Accounts payable Due to other funds TOTAL LIABILITIES	\$ - - -	\$ - - -	\$ - - -	\$ - - -	\$ - - -	\$ - - -	\$ - - -
FUND BALANCES Nonspendable Restricted Committed Assigned Unassigned TOTAL FUND BALANCES	24,671 - 24,671	56,538 - - 56,538	8,339 - - 8,339	31,772 - 31,772	73,971 - 73,971	- 25 - - - 25	6,214 - - - - 6,214
TOTAL LIABILITIES AND FUND BALANCES	\$ 24,671	\$ 56,538	\$ 8,339	\$ 31,772	\$ 73,971	\$ 25	\$ 6,214

# COMBINING BALANCE SHEET – NONMAJOR SPECIAL REVENUE FUNDS JUNE 30, 2013

	Ass	eneral sistance eserve	(	mmunity Center eserve	nsultant eserve	Contingency Reserve		Ash Reserve	Totals
ASSETS Investments Accounts receivable Due from other funds TOTAL ASSETS	\$	1,207 - - 1,207	\$	83,519 - - - 83,519	\$ 1,042 - 1,654 2,696	\$	50,197 - - - 50,197	\$ 3,053 - - \$ 3,053	\$ 338,602 - 3,600 \$ 342,202
LIABILITIES AND FUND BALANCES									
LIABILITIES Accounts payable Due to other funds TOTAL LIABILITIES	\$	- - -	\$	- - -	\$ - - -	\$	2,455 2,455	\$ - - -	\$ - 2,455 2,455
FUND BALANCES Nonspendable Restricted Committed Assigned Unassigned TOTAL FUND BALANCES		1,207 - - - 1,207		83,519 - 83,519	- 2,696 - - 2,696		47,742 - 47,742	3,053 - - 3,053	339,747 - - 339,747
TOTAL LIABILITIES AND FUND BALANCES	\$	1,207	\$	83,519	\$ 2,696	\$	50,197	\$ 3,053	\$ 342,202

# COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES NONMAJOR SPECIAL REVENUE FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	Sewer Betterment Reserve	Sick Leave Reserve	Town Insurance Reserve	Revaluation Reserve	Legal Fees Reserve	200th Celebration Reserve	Street Lights Reserve
REVENUES Investment income Other TOTAL REVENUES	\$ (4) 3,410 3,406	\$ 329 - 329	\$ 3 - 3	\$ 141 - 141	\$ 124 20,834 20,958	\$ 1 - 1	\$ 77 - 77
EXPENDITURES Capital outlay Other TOTAL EXPENDITURES	- - -	- - -	- - -	- - -	- - -	- - -	- - -
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	3,406	329	3	141	20,958	1	77
OTHER FINANCING SOURCES (USES) Operating Transfers In Operating Transfers (Out) TOTAL OTHER FINANCING SOURCES (USES)	39,000 (39,612) (612)	- - -	- - -	5,000 - 5,000	- - -	- - -	
NET CHANGE IN FUND BALANCES	2,794	329	3	5,141	20,958	1	77
FUND BALANCES - JULY 1	21,877	56,209	8,336	26,631	53,013	24	6,137
FUND BALANCES - JUNE 30	\$ 24,671	\$ 56,538	\$ 8,339	\$ 31,772	\$ 73,971	\$ 25	\$ 6,214

# COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES NONMAJOR SPECIAL REVENUE FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	Ass	eneral sistance eserve	C	mmunity Center eserve	nsultant eserve	itingency eserve	Ash Reserve		Γotals
REVENUES Interest Other TOTAL REVENUES	\$	17 - 17	\$	284 - 284	\$ 3 -	\$ 30	\$ 1 - 1	\$	1,006 24,244 25,250
EXPENDITURES Capital outlay Other TOTAL EXPENDITURES		- - -		- - -	 - - -	 3,337 3,337	 - - -		3,337 3,337
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		17		284	3_	 (3,307)	1_		21,913
OTHER FINANCING SOURCES (USES) Operating Transfers In Operating Transfers (Out) TOTAL OTHER FINANCING SOURCES (USES)		- - -		- - -	- - -	24,000	- - -		68,000 (39,612) 28,388
NET CHANGE IN FUND BALANCES		17		284	3	20,693	1		50,301
FUND BALANCES - JULY 1		1,190		83,235	 2,693	27,049	3,052		289,446
FUND BALANCES - JUNE 30	\$	1,207	\$	83,519	\$ 2,696	\$ 47,742	\$ 3,053	\$ :	339,747

## Capital Project Funds

Capital projects funds are established to account for financial resources to be used for the acquisition or construction of major capital facilities, other than those financed by proprietary or trust funds.

# COMBINING BALANCE SHEET – NONMAJOR CAPITAL PROJECT FUNDS JUNE 30, 2013

	Eliot Commons TIF	Town Facilities Reserve	Fire Truck Reserve	Police Cruisers Reserve	Land Bank Reserve	Road Equipment Reserve	Sewer Capital
ASSETS Investments Due from other funds TOTAL ASSETS	\$ 85,751 3 \$ 85,754	\$ 6,296 - \$ 6,296	\$ 67,638 - \$ 67,638	\$ 11,640 - \$ 11,640	\$ 68,027 - \$ 68,027	\$ 2,633 - \$ 2,633	\$ 152,068 - \$ 152,068
LIABILITIES AND FUND BALANCES							
LIABILITIES Accounts payable Due to other funds TOTAL LIABILITIES	\$ - - -	\$ - - -	\$ - - -	\$ - 12,219 12,219	\$ - - -	\$ - - -	\$ - 3,036 3,036
FUND BALANCES Nonspendable Restricted Committed Assigned Unassigned TOTAL FUND BALANCES	85,754 - 85,754	6,296 - 6,296	67,638 - 67,638	- - - (579) (579)	- 68,027 - - 68,027	2,633 - 2,633	- 149,032 - - 149,032
TOTAL LIABILITIES AND FUND BALANCES	\$ 85,754	\$ 6,296	\$ 67,638	\$ 11,640	\$ 68,027	\$ 2,633	\$ 152,068

# COMBINING BALANCE SHEET – NONMAJOR CAPITAL PROJECT FUNDS JUNE 30, 2013

	В	CSD uilding eserve	I	Police Dept. Capital	Fire Dept. Capital	(	Town Office Capital	Pul Wo Gar	rks	 Totals
ASSETS	_									
Investments	\$	6,919	\$	5,000	\$ 25,000	\$	8,837	\$	-	\$ 439,809
Due from other funds					 -					 3
TOTAL ASSETS	\$	6,919	\$	5,000	\$ 25,000	\$	8,837	\$		\$ 439,812
LIABILITIES AND FUND BALANCES										
LIABILITIES										
Accounts payable	\$	-	\$	-	\$ -	\$	-	\$	-	\$ -
Due to other funds					 					 15,255
TOTAL LIABILITIES					 					15,255
FUND BALANCES										
Nonspendable		-		-	-		-		-	-
Restricted		-		-	-		-		-	-
Committed		6,919		5,000	25,000		8,837		-	425,136
Assigned		-		-	-		-		-	-
Unassigned					 					 (579)
TOTAL FUND BALANCES		6,919		5,000	25,000		8,837		-	424,557
TOTAL LIABILITIES AND										
FUND BALANCES	\$	6,919	\$	5,000	\$ 25,000	\$	8,837	\$		\$ 439,812

# COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES NONMAJOR CAPITAL PROJECT FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	Eliot Commons TIF	Town Facilities Reserve	Fire Truck Reserve	Police Cruisers Reserve	Land Bank Reserve	Road Equipment Reserve	Sewer Capital
REVENUES Investment income Other TOTAL REVENUES	\$ (94) - - (94)	\$ 267 - 267	\$ 213 7,000 7,213	\$ 20 - 20	\$ 191 - 191	\$ 143 - 143	\$ 1,359 - 1,359
EXPENDITURES Capital outlay Other TOTAL REVENDES	(94) - -			17,300 		32,326 18,182 50,508	100,093
EXCESS OF REVENUES OVER  (UNDER) EXPENDITURES	(94)	267	7,213	(17,280)	191	(50,365)	(98,734)
OTHER FINANCING SOURCES (USES)	(94)		1,213	(17,200)		(30,303)	(90,734)
Operating Transfers In Operating Transfers (Out) TOTAL OTHER FINANCING	14,136	-	25,000	18,000	8,000	30,000	19,875 
SOURCES (USES) NET CHANGE IN FUND BALANCES	<u>14,136</u> 14,042	267	<u>25,000</u> 32,213	<u>18,000</u> 720	8,000 8,191	30,000 (20,365)	<u>19,875</u> (78,859)
FUND BALANCES - JULY 1 FUND BALANCES - JUNE 30	71,712 \$ 85,754	6,029 \$ 6,296	35,425 \$ 67,638	(1,299) \$ (579)	59,836 \$ 68,027	22,998 \$ 2,633	227,891 \$ 149,032

# COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES NONMAJOR CAPITAL PROJECT FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	CSD Building Reserve	Police Dept. Capital	Fire Dept. Capital	Town Office Capital	Public Works Garage	Totals
REVENUES Investment income Other TOTAL REVENUES	\$ - - -	\$ - - -	\$ - - -	\$ - - -	\$ - - -	\$ 2,099 7,000 9,099
EXPENDITURES Capital outlay Other TOTAL EXPENDITURES	1,081 1,081	- - -		16,163 16,163	25,000 - 25,000	174,719 35,426 210,145
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES OTHER FINANCING SOURCES	(1,081)			(16,163)	(25,000)	(201,046)
(USES) Operating Transfers In Operating Transfers (Out) TOTAL OTHER FINANCING SOURCES (USES)	8,000	5,000	25,000 	25,000 - 25,000	25,000 	203,011
NET CHANGE IN FUND BALANCES FUND BALANCES - JULY 1	6,919	5,000	25,000	8,837	-	1,965
FUND BALANCES - JUNE 30	\$ 6,919	\$ 5,000	\$ 25,000	\$ 8,837	\$ -	\$ 424,557

### Permanent Funds

Permanent funds are used to account for assets held by the Town of Eliot, Maine that are legally restricted pursuant to Title 30-A, §5653 of the Maine State Statutes, as amended, and unless otherwise specified, only earnings, and not principal, may be used for purposes that benefit the Town or its citizenry. These funds have been established for various purposes including the provision and/or maintenance of the cemeteries.

# COMBINING BALANCE SHEET – NONMAJOR PERMANENT FUNDS JUNE 30, 2013

	Ce	emetery	L	Little .eague		General ssistance	Rec	reation_		Totals
ASSETS										
Cash and cash equivalents	\$	-	\$	-	\$	-	\$	-	\$	-
Investments		2,774		11,986		35,874		914		51,548
Due from other funds		-							1	-
Total assets	\$	2,774	\$	11,986	\$	35,874	\$	914	\$	51,548
LIABILITIES										
Accounts payable	\$	_	\$	-	\$	_	\$	_	\$	_
Due to other funds	·	-		_	·	_	·	_		_
Total liabilities		_		-		-		-		-
FUND BALANCES										
Nonspendable		_		_		_		_		_
Restricted		2,774		11,986		35,874		914		51,548
Committed		_,,,,		-		-		-		-
Assigned		_		_		_		_		_
Unassigned		_		_		_		_		_
Total fund balances		2,774		11,986		35,874		914		51,548
Total liabilites and fund										
balances	\$	2,774	\$	11,986	\$	35,874	\$	914	\$	51,548

# COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES NONMAJOR PERMANENT FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	Cemetery		Little League		General Assistance		Recreation		Totals	
REVENUES Investment income Other	\$	6	\$	27	\$	271	\$	2	\$	306
TOTAL REVENUES		6		27		271		2		306
EXPENDITURES Capital outlay Other TOTAL EXPENDITURES		- -		- -		<u>-</u>		- -		- - -
EXCESS OF REVENUES OVER EXPENDITURES		6		27		271		2		306
OTHER FINANCING SOURCES (USES) Operating Transfers In Operating Transfers (Out) TOTAL OTHER FINANCING (USES)		- - -		- - -		- - -		- - -		- - -
NET CHANGE IN FUND BALANCES		6		27		271		2		306
FUND BALANCES - JULY 1		2,768		11,959		35,603		912		51,242
FUND BALANCES - JUNE 30	\$	2,774	\$	11,986	\$	35,874	\$	914	\$	51,548

# General Capital Assets

General capital assets are those assets related to activities reported in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position.

# SCHEDULE OF GENERAL CAPITAL ASSETS BY FUNCTION JUNE 30, 2013

					F	Furniture,				
	L	and and	Buildings, Building Improvements			Fixtures,				
	Non-	depreciable			Equipment					
		Assets	<u>&amp; Lar</u>	nd Improvements	8	& Vehicles		Infrastructure		Total
Town hall	\$	68,001	\$	421,271	\$	154,529	\$	4,288	\$	648,089
Police		1		816,345		525,366		-		1,341,712
Fire		1		1,658,500		1,225,988		-		2,884,489
Public works		1		356,944		919,451		-		1,276,396
Sewer fund		-		-		-		3,873,456		3,873,456
Community services fund		97,818		776,280		158,000		-		1,032,098
Total General Capital Assets		165,822		4,029,340		2,983,334		3,877,744		11,056,240
Less: Accumulated Depreciation				(2,678,165)		(2,538,842)		(2,082,103)		(7,299,110)
Net General Capital Assets	\$	165,822	\$	1,351,175	\$	444,492	\$	1,795,641	\$	3,757,130

# SCHEDULE OF CHANGES IN GENERAL CAPITAL ASSETS BY FUNCTION FOR THE YEAR ENDED JUNE 30, 2013

		General						General		
		Capital						Capital		
	Assets							Assets		
	7/1/12		Additions		Deletions			6/30/13		
Town hall	\$	648,089	\$	-	\$	_	\$	648,089		
Police		1,324,412		17,300		-		1,341,712		
Fire		2,884,489		-		-		2,884,489		
Public works		1,244,070		32,326		-		1,276,396		
Sewer fund		3,873,456		-		-		3,873,456		
Community services fund		1,032,098						1,032,098		
Total General Capital Assets		11,006,614		49,626		-		11,056,240		
Less: Accumulated Depreciation		(7,050,539)		(248,571)				(7,299,110)		
Net General Capital Assets	\$	3,956,075	\$	(198,945)	\$	_	\$	3,757,130		