Financial Statement With Independent Auditors' Report

For the Year Ended December 31, 2018

Financial Statement With Independent Auditors' Report For the Year Ended December 31, 2018

# TABLE OF CONTENTS

Independent Auditors' Report	1
Summary Statement of Receipts, Expenditures and Unencumbered Cash – Regulatory Basis	4
Notes to Financial Statement	5
Regulatory–Required Supplementary Information	
Schedule 1 – Summary of Expenditures – Actual and Budget – Regulatory Basis	11
Schedule 2 – Schedule of Receipts and Expenditures – Regulatory Basis Individually presented by fund	
Governmental Type Funds General Fund	
2-1 General Fund	12
Special Purpose Funds	
2-2 Road Fund	13
2-3 Fire Fund	
2-4 Special Machinery Fund	15

#### INDEPENDENT AUDITORS' REPORT

To the Board of Trustees **McPherson Township** McPherson, Kansas

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of **McPherson Township**, as of and for the year ended December 31, 2018 and the related notes to the financial statement.

#### Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

#### **Auditors' Responsibility**

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the Kansas Municipal Audit and Accounting Guide. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, 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 statement 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 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 statement.

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

## Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1, the financial statement is prepared by **McPherson Township** on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of



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Certified Public Accountants

#### INDEPENDENT AUDITORS' REPORT

To the Board of Trustees **McPherson Township** McPherson, Kansas

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of **McPherson Township**, as of and for the year ended December 31, 2018 and the related notes to the financial statement.

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An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, 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 statement 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 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 statement.

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

## Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1, the financial statement is prepared by **McPherson Township** on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of

#### **McPherson Township**

Page 2

accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

#### Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matters discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of **McPherson Township** as of December 31, 2018, or changes in financial position and cash flows thereof for the year then ended.

### **Unmodified Opinion on Regulatory Basis of Accounting**

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of **McPherson Township** as of December 31, 2018, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

#### **Other Matters**

#### Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures – actual and budget, individual fund schedules of regulatory basis receipts and expenditures – actual and budget (Schedules 1 and 2 as listed in the table of contents) are presented for analysis and are not a required part of the basic financial statement; however, are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. 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 statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statement as a whole, on the basis of accounting described in Note 1.

We also previously audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statement of **McPherson Township** as of and for the year ended December 31, 2017 (not presented herein), and have issued our report thereon dated May 29, 2018, which contained an unmodified opinion on the basic financial statement. The 2017 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration at the following link <a href="http://admin.ks.gov/offices/chief-financial-officer/municipal-services">http://admin.ks.gov/offices/chief-financial-officer/municipal-services</a>. The 2017 actual column (2017 comparative information) presented in the individual fund schedules of regulatory basis receipts and expenditures – actual and budget for the year ended December 31, 2018 (Schedule 2 as listed in the

#### **McPherson Township**

Page 3

table of contents) is presented for purposes of additional analysis and is not a required part of the basic financial statement. Such 2017 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2017 basic financial statement. The 2017 comparative information was subjected to the auditing procedures applied in the audit of the 2017 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2017 basic financial statement or to the 2017 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2017 comparative information is fairly stated in all material respects in relation to the basic financial statement as a whole for the year ended December 31, 2017, on the basis of accounting described in Note 1.

ADAMS, BROWN, BERAN & BALL, CHTD.

Adams, Brown, Beran & Ball, Chartered

Certified Public Accountants

April 30, 2019

# Summary Statement of Receipts, Expenditures and Unencumbered Cash Regulatory Basis For the Year Ended December 31, 2018

Fund	ι	Beginning Jnencumbered Cash	Prior Year Cancelled Encumbrances	Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Encumbrances and Accounts Payable	Ending Cash Balance
Governmental Type Funds								
General Fund	\$	9,391	-	6,033	6,052	9,372	-	9,372
Special Purpose Funds								
Road Fund		11,624	-	384,075	378,880	16,819	-	16,819
Fire Fund		5,664	-	177,713	164,048	19,329	-	19,329
Special Machinery Fund	_	12,786		75,185	44,284	43,687		43,687
Total Reporting Entity	\$_	39,465		643,006	593,264	89,207		89,207
				Comp	osition of Cash	Checking and Money M	arket Account \$	89,207

Notes to Financial Statement December 31, 2018

#### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**McPherson Township** has established a uniform system of accounting maintained to reflect compliance with the applicable laws of the State of Kansas. The accompanying financial statement is presented to conform to the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The following is a summary of such significant policies.

#### **Use of Estimates**

The preparation of financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas requires management to make estimates and assumptions that affect the reported amount of unencumbered cash balances and accounts payable during the reporting period. Actual results could differ from those estimates.

#### **Financial Reporting Entity**

The Township is a municipal corporation governed by an elected three-member board. A related municipal entity is an entity established to benefit the Township and/or its constituents. The Township has no related municipal entities.

#### **Basis of Presentation – Fund Accounting**

The accounts of the Township are organized and operated on the basis of funds. In governmental accounting, a fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The following types of funds comprise the financial activities of the Township for the year ended December 31, 2018.

#### **Regulatory Basis Fund Types**

**General Fund** – the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

**Special Purpose Fund** – used to account for the proceeds of specific tax levies and other specific revenue sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

#### **Basis of Accounting**

The KMAAG regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

Notes to Financial Statement December 31, 2018

The Township has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the Township to use the regulatory basis of accounting.

#### Departure From Accounting Principles Generally Accepted in the United States of America

The basis of accounting described above results in a financial statement presentation which shows cash receipts, expenditures, cash and unencumbered cash balances, and expenditures compared to budget. Balance sheets that would have shown noncash assets such as receivables, inventories, and prepaid expenses, liabilities such as deferred revenue and matured principal and interest payable, and reservations of the fund balance are not presented. Under accounting principles generally accepted in the United States of America, encumbrances are only recognized as a reservation of fund balance; encumbrances outstanding at year end do not constitute expenditures or liabilities. Consequently, the expenditures as reported do not present the cost of goods and services received during the fiscal year in accordance with generally accepted accounting principles. Capital assets that account for the land, buildings, and equipment owned by the Township are not presented in the financial statement. Also, long-term debt such as general obligation bonds, revenue bonds, capital leases, and temporary notes are not presented in the financial statement.

#### **Property Tax Calendar**

Collection of current year property tax by the County Treasurer is not completed, apportioned nor distributed to the various subdivisions until the succeeding year, such procedure being in conformity with governing state statutes. Property taxes are collected and remitted to the County Treasurer. Taxes levied annually on November 1st are due one-half by December 20th and one-half by May 10th. Major tax distributions are made in the months of December through July. Lien dates for personal property are in March and August and lien dates for real property are in September. Taxes are recognized as revenue in the year received.

#### **Restricted Assets**

Restricted cash balances are reported in various funds that are legally restricted for specified uses such as the payment of debt service and fiscal fees on long-term debt and for expenditures approved in federal and state grant contracts.

#### Reimbursements

The Township records reimbursable expenditures in the fund that makes the disbursement and records reimbursements as a receipt to the fund that receives the reimbursement. For purposes of budgetary comparisons, the expenditures are properly offset by the reimbursements under KMAAG regulatory basis of accounting.

#### **NOTE 2 – BUDGETARY INFORMATION**

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), bond and interest funds, and business funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

- a. Preparation of the budget for the succeeding calendar year on or before August 1st.
- b. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.

Notes to Financial Statement December 31, 2018

- Public hearing on or before August 15th, but at least 10 days after publication of notice of hearing.
- d. Adoption of the final budget on or before August 25th.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least 10 days after publication, the hearing may be held and the governing body may amend the budget at that time. There were no such budget amendments for this year.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which revenues are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the Township for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year end.

A legal operating budget is not required for capital project funds, trust funds, and the following special purpose fund: Special Machinery Fund.

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

#### **NOTE 3 – DEPOSITS AND INVESTMENTS**

**McPherson Township** follows the practice of pooling cash and investments of all funds. Each fund's portion of total cash and investments is summarized by fund category in the summary statement of receipts, expenditures and unencumbered cash.

K.S.A. 9-1401 establishes the depositories which may be used by the Township. The statute requires banks eligible to hold the Township's funds have a main or branch bank in the county in which the Township is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The Township has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the Township's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The Township has no investment policy that would further limit its investment choices.

### Concentration of Credit Risk

State statutes place no limit on the amount the Township may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and K.S.A. 9-1405.

Notes to Financial Statement December 31, 2018

#### Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. State statutes require the Township's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. The Township does not use "peak periods". All deposits were legally secured at December 31, 2018.

At December 31, 2018, the Township's carrying amount of deposits was \$89,207 and the bank balance was \$91,954. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, all was covered by federal depository insurance.

#### Custodial Credit Risk - Investments

For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured. The Township had no investments at December 31, 2018.

#### **NOTE 4 – INTERFUND TRANSFERS**

Interfund transfers within the reporting entity are substantially for the purpose of subsidizing operating functions, funding capital projects and asset acquisitions or maintaining debt service on a routine basis as authorized by Kansas statutes. **McPherson Township** interfund transfers and regulatory authority for the year ended December 31, 2018 were as follows:

From	To	<u>Authority</u>	A	mount
Road Fund	Special Machinery Fund	K.S.A. 68-141g	\$	75,000

#### **NOTE 5 – LITIGATION**

**McPherson Township** is a party to various legal proceedings which normally occur in governmental operations. These legal proceedings are not likely to have a material financial impact on the affected funds of the Township.

#### **NOTE 6 - RISK MANAGEMENT**

**McPherson Township** carries commercial insurance for risks of loss, including property, general liability, contractors' equipment, automobile, linebacker and workers' compensation. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

#### **NOTE 7 - COMPENSATED ABSENCES**

Full-time employees receive two weeks of paid vacation and five days of paid sick leave. Vacation and sick leave cannot be carried over from year to year.

#### **NOTE 8 – OTHER POST EMPLOYMENT BENEFITS**

As provided by K.S.A. 12-5040, **McPherson Township** allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the

Notes to Financial Statement December 31, 2018

Township is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in this financial statement.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the Township makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

#### **NOTE 9 – LONG-TERM DEBT**

**McPherson Township** has entered into capital lease agreements for equipment. The leases contain a fiscal funding clause.

Notes to Financial Statements December 31, 2018

Changes in long-term liabilities for the Township for the year ended December 31, 2018, were as follows:

	Interest	Date of	Amount	Date of Final	Balance Beginning		Reductions/	Balance End of	Interest
Issue	Rates	Issue	of Issue	Maturity	of Year	Additions	Payments	Year	Paid
Capital Leases									
Caterpillar Motor Grader	2.67%	9/14/2015 \$	130,142	9/14/2020	\$ 81,020	-	25,984	55,036	2,189
John Deere Farm Loader	5.01%	3/28/2016	69,898	3/15/2022	69,878		14,560	55,318	1,551
Total Contractual Indebtedness					150,898		40,544	110,354	3,740

Current maturities of long-term debt and interest for the next four years through maturity are as follows:

		2019	2020	2021	2022	Total
Principal	_	<u> </u>				
Caterpillar Motor Grader	\$	26,686	28,350	-	-	55,036
John Deere Farm Loader	_	12,912	13,505	14,126	14,775	55,318
Total Principal	_	39,598	41,855	14,126	14,775	110,354
Interest						
Caterpillar Motor Grader		1,488	766	-	-	2,254
John Deere Farm Loader		2,541	1,948	1,327	678	6,494
Total Interest	_	4,029	2,714	1,327	678	8,748
Total Principal and Interest	\$	43,627	44,569	15,453	15,453	119,102

Regulatory-Required Supplementary Information

Summary of Expenditures - Actual and Budget Regulatory Basis For the Year Ended December 31, 2018

Funds	Certified Budget	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance Over (Under)
Governmental Type Funds	 				
General Fund	\$ 15,092	-	15,092	6,052	(9,040)
Special Purpose Funds					
Road Fund	400,500	-	400,500	378,880	(21,620)
Fire Fund	175,000	-	175,000	164,048	(10,952)

# MCPHERSON TOWNSHIP General Fund

Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis

For the Year Ended December 31, 2018

				Current Year	
	_	Prior Year Actual	Actual	Budget	Variance Over (Under)
Receipts					
Taxes and Shared Revenues	\$	6,127	6,033	5,702	331
Interest	_			30	(30)
Total Receipts	-	6,127	6,033	5,732	301
Expenditures					
Officer's Pay		1,250	-	5,000	(5,000)
Employee Benefits		1,900	4,850	-	4,850
Supplies		334	361	592	(231)
Insurance		1,496	780	4,500	(3,720)
Professional Services		300	-	5,000	(5,000)
Miscellaneous	-	201	61_		61
Total Expenditures	-	5,481	6,052	15,092	(9,040)
Receipts Over (Under) Expenditures		646	(19)		
Unencumbered Cash - Beginning	_	8,745	9,391		
Unencumbered Cash - Ending	\$_	9,391	9,372		

# MCPHERSON TOWNSHIP Road Fund

Schedule of Receipts and Expenditures - Actual and Budget Regulatory Basis

For the Year Ended December 31, 2018

				Commont Voca	
		Prior		Current Year	Variance
		Year			Over
		Actual	Actual	Budget	(Under)
Receipts	-	, totaai	710100	<u> </u>	(Grider)
Taxes and Shared Revenues	\$	355,818	383,542	384,600	(1,058)
Sale of Assets	·	4,000	-	-	-
Miscellaneous		, -	533	-	533
	_				
Total Receipts	_	359,818	384,075	384,600	(525)
Expenditures		400 400		00.000	40.400
Salaries and Wages		102,400	99,188	80,000	19,188
Employee Benefits		16,081	16,721	21,000	(4,279)
Road Maintenance		47,659	51,669	80,000	(28,331)
Road Materials		151,034	81,833	75,000	6,833
Insurance		14,021	15,169	7,000	8,169
Capital Outlay		-	-	127,500	(127,500)
Professional Fees		8,228	7,150	5,000	2,150
Contractual Services		32,597	28,925	5,000	23,925
Miscellaneous		1,185	3,225	-	3,225
Transfers Out	_		75,000		75,000
Takal Farran dikara		070.005	070.000	400 500	(04.000)
Total Expenditures	_	373,205	378,880	400,500	(21,620)
Receipts Over (Under) Expenditures		(13,387)	5,195		
Unencumbered Cash - Beginning	_	25,011	11,624		
Unencumbered Cash - Ending	\$_	11,624	16,819		

# Fire Fund

Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2018

				Current Year	
		Prior Year Actual	Actual	Budget	Variance Over (Under)
Receipts	_	7 totaai	Actual	Daaget	(Olidel)
Taxes and Shared Revenues	\$	173,646	177,713	178,273	(560)
Expenditures					
McPherson City Fire Contract	_	167,982	164,048	175,000	(10,952)
Receipts Over (Under) Expenditures		5,664	13,665		
Unencumbered Cash - Beginning	_		5,664		
Unencumbered Cash - Ending	\$_	5,664	19,329		

# MCPHERSON TOWNSHIP Special Machinery Fund

# Schedule of Receipts and Expenditures Regulatory Basis

For the Year Ended December 31, 2018

	_	Prior Year Actual	Actual
Receipts			
Transfers In	\$	-	75,000
Interest Income	_	142	185
Total Receipts	_	142	75,185
Expenditures			
Lease Payment		28,174	44,284
Capital Outlay	_	9,265	
Total Expenditures	_	37,439	44,284
Receipts Over (Under) Expenditures		(37,297)	30,901
Unencumbered Cash - Beginning	_	50,083	12,786
Unencumbered Cash - Ending	\$_	12,786	43,687