

ANNUAL FINANCIAL REPORT

2013

TOWN OF CATO

MANITOWOC COUNTY

WISCONSIN

JANUARY 1 THROUGH DECEMBER 31, 2013

TOWN OFFICIALS

CHAIRMAN:	GERALD LINSMEIER 920-732-3205
SUPERVISOR:	CHUCK SCHUH 920-775-4070
SUPERVISOR:	PETER ROBLEY - 920-775-4679
CONSTABLE:	DAVID BAUMANN 608-669-1755
CLERK/TREASURER:	MARY MUENCH 920-732-3615

**APRIL 1, 2014 --- SPRING ELECTION
AUGUST 12, 2014 – FALL PRIMARY
NOVEMBER 4, 2014 – FALL ELECTION
Polls open 7:00 A.M. To 8:00 P.M.**

**APRIL 15, 2014 --- ANNUAL TOWN MEETING
TOWN HALL --- 7:30 P.M.
Refreshments after the meeting!**

DOG LICENSE

A fee of \$10.00 for any male or female dog is required by State Law. Spayed or Neutered dogs, a \$5.00 fee applies.

BURNING PERMITS

Whenever burning debris, you should apply for a burning permit from the Fire Department servicing your area.

VALDERS, WHITELOW OR REEDSVILLE

ADDRESS MARKERS

The purpose of the address markers is for the emergency responders to better locate addresses in the Town. The Town of Cato adopted in 2008 an ordinance regarding placement and regulation of address markers.

BUILDING PERMITS

The Town of Cato has adopted a Building Inspection Ordinance. The Building Inspector is Paul Birschbach of Birschbach Inspection Service LLC – Phone 920-849-9274 or 920-378-2857. For further information on Building Permits, please call Mary Muench, Town Clerk/Treasurer at 920-732-3615.

ZONING

For any needed changes in Zoning contact:
Manitowoc County Park and Planning Commission
4319 Expo Drive, Box 610, Manitowoc, Wisconsin

RECYCLING HOURS

SATURDAYS – 8:00 A.M. TO 1:00 P.M. D.S.T. & C.S.T.

BUDGET HEARING

To be held in December – Date and time to be published.

NOTICE !!!

RECYCLING IS MANDATORY IN THE TOWN OF CATO!

TOWN OF CATO, WISCONSIN
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2013

	GENERAL FUND
ASSETS	
Cash	\$ 392,921
Prepaid Items	2,000
TOTAL ASSETS	394,921
LIABILITIES	
Accounts payable	8,286
TOTAL LIABILITIES	8,286
DEFERRED INFLOWS OF RESOURCES	
Unavailable revenue - tax roll	389,643
TOTAL DEFERRED INFLOWS OF RESOURCES	389,643
FUND BALANCES	
Nonspendable	2,000
Unassigned	(5,008)
TOTAL FUND BALANCES	(3,008)
TOTAL LIABILITIES AND FUND BALANCE	394,921
 Total net position reported for governmental activities in the statement of net position is different from the amount reported above as total governmental funds fund balance because:	
Capital assets used in government activities are not financial resources and therefore are not reported in the fund statements. Amounts reported for governmental activities in the statement of net position are:	
Governmental capital asset	\$ 709,018
Governmental accumulated depreciation	(428,247)
	280,771
Total net assets - governmental activities	\$ 277,783

As described in Note 1 to the basic financial statements, the Town adopted the provisions of Governmental Accounting Standards Board Statement No. 34, Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments, and Interpretation No. 6, Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements, as of January 1, 2012. This results in a change in the format and content of the basic financial statements.

In 2012, the Town adopted new accounting guidance, GASB Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources and Net Position and GASB Statement No. 65, Items Previously Reported as Assets and Liabilities.

TOWN OF CATO, WISCONSIN
BUDGETARY COMPARISON SCHEDULE FOR THE GENERAL FUND
BUDGET AND ACTUAL
YEAR ENDED DECEMBER 31, 2013

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		<u>FINAL BUDGET</u>
				<u>POSITIVE</u>
				<u>(NEGATIVE)</u>
REVENUES				
Taxes	\$ 385,900	\$ 385,900	\$ 388,035	\$ 2,135
Intergovernmental	206,984	206,984	209,172	2,188
Licenses and permits	4,050	4,050	5,968	1,918
Public charges for services	6,000	6,000	5,941	(59)
Miscellaneous revenue	5,500	5,500	1,505	(3,995)
TOTAL REVENUES	<u>608,434</u>	<u>608,434</u>	<u>610,621</u>	<u>2,187</u>
EXPENDITURES				
Current				
General government	75,000	75,000	82,680	(7,680)
Public safety	126,044	126,044	130,947	(4,903)
Public works	192,390	192,390	221,900	(29,510)
Capital outlay	215,000	215,000	205,548	9,452
TOTAL EXPENDITURES	<u>608,434</u>	<u>608,434</u>	<u>641,075</u>	<u>(32,641)</u>
EXCESS (DEFICIENCY) OF REVENUES				
 OVER EXPENDITURES	<u>-</u>	<u>-</u>	<u>(30,454)</u>	<u>(30,454)</u>
FUND BALANCE AT BEGINNING OF YEAR	<u>25,446</u>	<u>25,446</u>	<u>25,446</u>	<u>-</u>
FUND BALANCE AT END OF YEAR	<u>\$ 25,446</u>	<u>\$ 25,446</u>	<u>\$ (5,008)</u>	<u>\$ (30,454)</u>

TOWN OF CATO, WISCONSIN
DETAILED STATEMENT OF REVENUES AND OTHER FINANCING SOURCES
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED DECEMBER 31, 2013

	<u>FINAL BUDGETED AMOUNTS</u>	<u>ACTUAL</u>
REVENUES		
Taxes		
General property taxes	\$ 385,900	\$ 385,555
Forest crop	-	234
Occupational taxes	-	2,019
Other taxes	-	227
TOTAL	<u>385,900</u>	<u>388,035</u>
Intergovernmental		
State shared revenues	55,808	55,847
State fire insurance	5,200	4,855
State forest cropland/managed forest land	-	90
State general transportation aid grants	139,976	139,976
Computer aid	-	120
State recycling grant	6,000	6,162
Bridge aid	-	2,122
TOTAL	<u>206,984</u>	<u>209,172</u>
Licenses and Permits		
Business and occupational licenses	1,050	1,643
Building permits	3,000	4,175
Zoning fees	-	150
TOTAL	<u>4,050</u>	<u>5,968</u>
Public Charges for Services		
Recycling	6,000	5,941
TOTAL	<u>6,000</u>	<u>5,941</u>
Miscellaneous		
Interest on investments - general	2,500	979
Donations	500	270
Other	500	256
Sale of recyclable materials	2,000	-
TOTAL	<u>5,500</u>	<u>1,505</u>
TOTAL REVENUES	<u>608,434</u>	<u>610,621</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES	<u>\$ 608,434</u>	<u>\$ 610,621</u>

TOWN OF CATO, WISCONSIN
DETAILED STATEMENT OF EXPENDITURES AND OTHER FINANCING USES
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED DECEMBER 31, 2013

	<u>FINAL BUDGETED AMOUNTS</u>	<u>ACTUAL</u>
EXPENDITURES		
General Government		
Town board	\$ 13,900	\$ 15,310
Legal	2,500	2,037
General administration	20,000	19,372
Financial administration	19,600	28,784
General buildings and plant	9,000	6,803
Law enforcement insurance	400	200
Other insurance	1,600	1,700
Property and liability insurance	8,000	8,474
TOTAL	<u>75,000</u>	<u>82,680</u>
Public Safety		
Law enforcement	1,600	1,732
Fire protection	114,629	114,284
Ambulance	7,815	7,830
Building inspection	2,000	2,105
Other public safety	-	4,996
TOTAL	<u>126,044</u>	<u>130,947</u>
Public Works		
Streets and highway maintenance for local	150,000	180,307
Highway and street construction for local	28,390	27,665
Street lighting	2,000	1,719
Recycling	8,000	7,261
Solid waste disposal	4,000	4,948
TOTAL	<u>192,390</u>	<u>221,900</u>
Capital Outlay		
Public works	<u>215,000</u>	<u>205,548</u>
TOTAL EXPENDITURES	<u>608,434</u>	<u>641,075</u>
TOTAL EXPENDITURES AND OTHER USES	<u>\$ 608,434</u>	<u>\$ 641,075</u>

NOTE 1 - ACCOUNTING POLICY

The accounting policies of the Town of Cato, Wisconsin, conform to generally accepted accounting principles as applicable to government units.

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.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Taxpayer-assessed income, gross receipts, and sales taxes are considered "measurable" when in the hands of intermediary collecting governments and are recognized as revenue at that time. Anticipated refunds of such taxes are recorded as liabilities and reductions of revenues when they are measurable and their validity seems certain. Revenues such as fees, fines, licenses, permits, public charges, etc. are recorded on the cash basis since accruals are not significant.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. The exception to this general rule is principal and interest on general long-term debt which is recognized when due. Supplies are expensed when purchased and are not inventoried.

NOTE 2 - PROPERTY TAXES

Property taxes attach an enforceable lien on property as of January 1. Taxes are levied in December and payable in two installments on January 31 and July 31, or payable in full on January 31. Special assessments, charges, and personal property taxes are payable in full on January 31. The Town bills and collects its own property taxes and also taxes for the State, County, Area Vocational School and Area Public Schools until February 1, at which time all uncollected real estate taxes are turned over to the respective counties for collection.

Collection of the taxes and remittance of them to the appropriate entities are accounted for in the Property Tax Agency Fund. Town property tax revenues are recognized in the year they are levied for and available for use.

The 2013 tax roll (levied for 2013) has been set up as a receivable and offset by the amounts due to other governmental units and deferred income tax revenue for the Town's portion. Advance tax collections are offset against the receivable.