

---

# SOUTHWEST MICHIGAN PLANNING COMMISSION

## FINANCIAL REPORT

December 31, 2015



**SOUTHWEST MICHIGAN PLANNING COMMISSION  
FINANCIAL REPORT  
DECEMBER 31, 2015**

**CONTENTS**

	<b><u>Page</u></b>
INDEPENDENT AUDITOR'S REPORT	1-2
FINANCIAL STATEMENTS	
Statements of Financial Position	3
Statements of Activities	4
Statements of Cash Flows	5
Statements of Functional Expenses	6-7
Notes to Financial Statements	8-14
SUPPLEMENTARY INFORMATION	
Independent Auditor's Report on Supplementary Information	15
Statement of Financial Position - Designated	16
Statement of Activities - Designated	17
Analysis of Local Activities	18



## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of  
Southwest Michigan Planning Commission  
Benton Harbor, Michigan

We have audited the accompanying financial statements of Southwest Michigan Planning Commission (a nonprofit organization), which comprise the statement of financial position as of December 31, 2015, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### **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 an opinion 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on 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 evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## INDEPENDENT AUDITOR'S REPORT, CONCLUDED

### Opinion

In our opinion the financial statements referred to above present fairly, in all material respects, the financial position of Southwestern Michigan Planning Commission as of December 31, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Prior Period Financial Statements

The financial statements as of December 31, 2014, were audited by Schaffer & Layher, PLLC, who was acquired by Kruggel, Lawton & Company, LLC as of December 31, 2015, and whose report dated July 6, 2015, expressed an unmodified opinion on those financial statements.

Respectfully submitted,



Certified Public Accountants

St. Joseph, Michigan  
December 22, 2016

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**STATEMENTS OF FINANCIAL POSITION**  
**December 31, 2015 and 2014**

<b>Assets</b>	<u>2015</u>	<u>2014</u>
<b>Current Assets</b>		
Cash and cash equivalents	\$ 205,586	\$ 42,249
Investments	-	4,565
Due from grantors	321,499	472,579
Prepaid expenses	24,802	27,604
<b>Total Current Assets</b>	<u>\$ 551,887</u>	<u>\$ 546,997</u>
<b>Fixed Assets</b>		
less accumulated depreciation of \$140,566 for 2015 and \$134,929 for 2014	\$ 21,130	\$ 20,433
<b>Total Assets</b>	<u>\$ 573,017</u>	<u>\$ 567,430</u>
<b>Liabilities and Net Assets</b>		
<b>Current Liabilities</b>		
Accounts payable	\$ 21,088	\$ 39,920
Provision for accrued leave	36,643	47,607
Accrued payroll taxes	4,553	1,011
Escrow accounts	37,507	37,507
Deferred revenue	241,773	209,932
<b>Total Current Liabilities</b>	<u>\$ 341,564</u>	<u>\$ 335,977</u>
<b>Net Assets</b>		
Unrestricted and undesignated	\$ 231,453	\$ 231,453
<b>Total Liabilities and Net Assets</b>	<u>\$ 573,017</u>	<u>\$ 567,430</u>

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

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**STATEMENTS OF ACTIVITIES**  
**For the years ended December 31, 2015 and 2014**

	<b>2015</b>	<b>2014*</b>
<b>Support and Revenues</b>		
<b>Support</b>		
Federal	\$ 252,959	\$ 415,577
State	354,523	248,515
County	59,925	59,925
Local	252,208	360,096
<b>Total Support</b>	\$ 919,615	\$ 1,084,113
<b>Revenue</b>		
Local revenues	\$ 18,355	\$ 29,203
Interest	138	140
<b>Total Revenues</b>	\$ 18,493	\$ 29,343
<b>Total Support and Revenues</b>	\$ 938,108	\$ 1,113,456
<b>Expenses</b>		
<b>Grants and Projects</b>		
NATS	\$ 124,315	\$ 126,371
TCATS	173,713	236,169
BRPPWS Monitor	155	2,023
MDOT	58,510	59,565
GLCPPRWS	738	155,093
US 12 Heritage Route Plan	7,989	16,692
Rideshare	47,365	25,765
CED/EDA	17,214	115,620
RPI	221,415	104,316
PEP Phase II	15,510	-
Berrien Wellness	-	2,482
Asset Management	35,928	36,548
SJRWS Wetland	-	11,503
Trail Towns	12,121	-
FTA Mobility Management	58,011	70,804
Berrien Consolidated Transit	-	40,223
Local Planning	103,916	37,793
<b>Total Grants and Projects</b>	\$ 876,900	\$ 1,040,967
Local projects and services	61,208	72,489
<b>Total Expenses</b>	\$ 938,108	\$ 1,113,456
<b>Change in Net Assets</b>	\$ -	\$ -
<b>Net Assets, Beginning of Year</b>	231,453	231,453
<b>Net Assets, End of Year</b>	\$ 231,453	\$ 231,453

\*Certain amounts have been reclassified to conform to current year classifications.

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

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**STATEMENTS OF CASH FLOWS**  
**For the years ended December 31, 2015 and 2014**

	<b>2015</b>	<b>2014</b>
<b>Cash Flows From Operating Activities</b>		
Change in net assets	\$ -	\$ -
Adjustment to reconcile change in net assets to net cash from operating activities:		
Depreciation	5,637	6,447
Changes in operating assets and liabilities which provided (used) cash:		
Due from grantors	151,080	(103,568)
Prepaid expenses	2,802	(12,436)
Accounts payable	(18,832)	(18,352)
Provision for accrued leave	(10,964)	9,810
Accrued payroll taxes	3,542	(960)
Deferred revenue	31,841	160,939
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 165,106</b>	<b>\$ 41,880</b>
 <b>Cash Flows From Investing Activities</b>		
Purchase of equipment	\$ (6,334)	\$ (21,227)
Sale of investments	4,565	-
Purchase of investments	-	(4,565)
<b>Net Cash Used in Investing Activities</b>	<b>\$ (1,769)</b>	<b>\$ (25,792)</b>
 <b>Net Increase in Cash and Cash Equivalents</b>	<b>\$ 163,337</b>	<b>\$ 16,088</b>
<b>Cash and Cash Equivalents - Beginning of Year</b>	<b>42,249</b>	<b>26,161</b>
<b>Cash and Cash Equivalents - End of Year</b>	<b>\$ 205,586</b>	<b>\$ 42,249</b>

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

**SOUTHWEST MICHIGAN PLANNING COMMISSION  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED DECEMBER 31, 2015**

	<b>NATS</b>	<b>TCATS</b>	<b>BRPPWS Monitor</b>	<b>MDOT</b>	<b>GLC PPRWS</b>	<b>US 12 Heritage Route Plan</b>	<b>Rideshare</b>	<b>CED/EDA</b>	<b>RPI</b>	<b>PEP Phase II</b>	<b>Asset Management</b>	<b>Trail Towns</b>	<b>FTA Mobility Management</b>	<b>Berrien Consolidated Transit</b>	<b>Local Planning</b>	<b>Totals</b>
<b>Expenses</b>																
Salaries	51,317	\$ 76,456	\$ -	\$ 25,572	\$ 344	\$ 2,740	\$ 13,649	\$ 6,747	\$ 32,070	\$ 6,396	\$ 14,406	\$ 3,227	\$ 7,396	\$ -	\$ 39,414	\$ 279,734
Fringe benefits	22,857	28,142	155	11,689	135	1,083	8,516	3,384	12,842	3,065	6,482	1,367	3,374	-	20,916	124,007
Travel	4,845	5,243	-	1,633	-	710	1,400	1,832	1,006	841	2,376	139	999	-	3,323	24,347
Telephone	187	237	-	87	-	33	62	19	66	52	108	16	67	-	307	1,241
Printing and postage	192	46	-	124	1	439	1	19	5,484	2	33	-	82	-	33	6,456
Dues and subscriptions	260	99	-	-	-	-	260	-	-	-	260	-	-	-	-	879
Supplies and materials	2,566	3,446	-	139	-	599	939	17	3,531	133	78	-	1,172	-	1,137	13,757
Computer services	376	304	-	-	-	330	179	154	-	-	154	-	-	-	485	1,982
Advertising	950	1,349	-	161	-	-	9,079	-	-	-	-	-	-	-	-	11,539
Conferences and training	813	538	-	-	-	-	750	196	-	-	45	-	1,731	-	-	4,073
Contractual - direct	-	1,890	-	-	-	-	-	-	6,890	-	805	5,000	37,190	-	5,202	56,977
Contractual	-	-	-	-	-	-	-	-	137,231	-	-	-	-	-	-	137,231
Direct equipment	11	488	-	-	-	-	461	-	-	-	-	-	-	-	-	960
Indirect cost pool	39,941	55,475	-	19,105	258	2,055	12,069	4,846	22,295	5,021	11,181	2,372	6,000	-	33,099	213,717
<b>Total Expenses</b>	<b>\$ 124,315</b>	<b>\$ 173,713</b>	<b>\$ 155</b>	<b>\$ 58,510</b>	<b>\$ 738</b>	<b>\$ 7,989</b>	<b>\$ 47,365</b>	<b>\$ 17,214</b>	<b>\$ 221,415</b>	<b>\$ 15,510</b>	<b>\$ 35,928</b>	<b>\$ 12,121</b>	<b>\$ 58,011</b>	<b>\$ -</b>	<b>\$ 103,916</b>	<b>\$ 876,900</b>

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



**SOUTHWEST MICHIGAN PLANNING COMMISSION  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED DECEMBER 31, 2014**

	<b>NATS</b>	<b>TCATS</b>	<b>BRPPWS Monitor</b>	<b>MDOT</b>	<b>GLC PPRWS</b>	<b>US 12 Heritage Route Plan</b>	<b>Rideshare</b>	<b>CED/EDA</b>	<b>RPI</b>	<b>Berrien Wellness</b>	<b>Asset Management</b>	<b>SJRWS Wetland</b>	<b>FTA Mobility Management</b>	<b>Berrien Consolidated Transit</b>	<b>Local Planning</b>	<b>Totals</b>
<b>Expenditures</b>																
Salaries	\$ 42,519	\$ 80,977	\$ 831	\$ 17,443	\$ 2,365	\$ 3,728	\$ 7,779	\$ 44,945	\$ 13,270	\$ 660	\$ 10,493	\$ 4,205	\$ 9,441	\$ 190	\$ 14,621	\$ 253,467
Fringe benefits	18,441	41,515	317	9,303	902	1,588	3,617	17,143	5,062	252	4,499	1,604	4,896	74	5,578	114,791
Travel	3,057	5,793	-	2,364	338	-	1,762	2,453	1,913	-	1,563	1,230	2,420	-	1,549	24,442
Telephone	158	215	-	139	14	9	85	193	-	-	34	5	-	-	78	930
Printing and postage	3,544	4,348	2	200	2	58	143	690	-	-	21	10	380	23	47	9,468
Dues and subscriptions	50	54	-	50	-	-	113	-	-	-	-	-	-	2	-	269
Supplies and materials	2,702	4,629	-	1,675	-	139	1,412	597	6,367	881	911	32	1,581	-	482	21,408
Computer services	1,005	1,265	-	4,365	-	2,387	731	-	-	-	768	-	759	-	-	11,280
Advertising	909	1,030	-	585	-	-	1,100	175	-	-	-	-	-	-	-	3,799
Conferences and training	460	922	-	70	-	-	200	1,207	-	-	40	-	1,120	-	50	4,069
Contractual - direct	283	-	-	737	-	-	-	-	-	-	-	-	39,225	-	-	40,245
Contractual	-	-	-	-	148,982	4,735	-	-	63,716	-	1,621	-	-	39,756	-	258,810
Direct equipment	2,072	5,579	-	2,334	-	-	122	887	-	-	5,257	-	122	-	-	16,373
Pass thru	5,001	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,001
Indirect cost pool	46,170	89,842	873	20,300	2,490	4,048	8,701	47,330	13,988	689	11,341	4,417	10,860	178	15,388	276,615
<b>Total Expenditures</b>	<b>\$ 126,371</b>	<b>\$ 236,169</b>	<b>\$ 2,023</b>	<b>\$ 59,565</b>	<b>\$ 155,093</b>	<b>\$ 16,692</b>	<b>\$ 25,765</b>	<b>\$ 115,620</b>	<b>\$ 104,316</b>	<b>\$ 2,482</b>	<b>\$ 36,548</b>	<b>\$ 11,503</b>	<b>\$ 70,804</b>	<b>\$ 40,223</b>	<b>\$ 37,793</b>	<b>\$ 1,040,967</b>

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

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2015**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

- A. General** - The Southwest Michigan Planning Commission (the “Commission”), one of fourteen Michigan regional planning and development agencies, serves Berrien, Cass, and Van Buren Counties. Through the Commission, local units of government coordinate their efforts to maintain and improve the physical, economic and social well being of the area. The Commission has been determined to be a not-for-profit agency for financial reporting purposes.

Commission funding is obtained from county per capita contributions and federal, state and other contracts for specified projects designed to further the Commission’s goals and objectives.

- B. Accounting Method** - The financial statements of the Commission are prepared on the accrual basis.

**Financial Statement Presentation** - The Commission follows the provisions of Financial Accounting Standards Board (“FASB”) Accounting Standards Codification (“ASC”) 958-210, “*Financial Statements of Not-for-Profit Organizations*.” FASB ASC 958-210 requires the Commission to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, the Commission is required to present a statement of cash flows.

**Contributions** - The Commission also follows FASB ASC 958-605, “*Accounting for Contributions Received and Contributions Made*.” In compliance with FASB ASC 958-605, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor restrictions. Pledged contributions are required to be reported as temporarily restricted support and are then reclassified to unrestricted net assets as received.

The three net asset groups used for financial reporting purposes are as follows:

*Unrestricted Net Assets* - Reflect assets which have not been restricted as to use by donors.

*Temporarily Restricted Net Assets* - Reflect contributed assets whose use by the Commission has been limited by donors for a specific time period or purpose.

*Permanently Restricted Net Assets* - Reflect contributions with donor-imposed restrictions which do not expire and which allow, in certain cases, only the income earned thereon to be expended by the Commission.

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2015**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONCLUDED**

**C. Investments** - Investments are carried at fair value, which is determined based on quoted market prices.

**D. Project and Salary Expenses** - The costs of goods and services which are identifiable for specific projects are directly charged to those projects at the time costs are incurred. Indirect costs are allocated to projects as described in Note 3.

Salary expenses for Commission employees are direct charges to the appropriate projects, with the exception of management and administrative time, which is charged to the indirect cost pool. Fringe benefits are accumulated in cost pools and distributed to projects in proportion to their direct chargeable salaries. For the years ended December 31, 2015 and 2014, the total fringe benefit rate was 44.18% and 45.46%, respectively.

**E. Fixed Assets** - Fixed assets are valued at historical cost. Depreciation has been provided over the estimated useful lives using the straight-line method. When a grantor has designated funds to be used for an equipment purchase as part of a specific grant to the Commission, the equipment is immediately expensed.

**F. Income Tax Status** - The Commission has been determined to be a governmental unit for income tax purposes and is therefore exempt from taxation.

**G. Statement of Cash Flows** - For the purpose of the statement of cash flows, the Commission considers all highly liquid instruments purchased with an original maturity of three months or less to be cash and cash equivalents.

**H. Deferred Revenue** - The deferred revenue represents amounts received, but not yet earned, from various granting and local agencies.

**I. Estimates** - The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of management estimates and assumptions regarding certain types of assets, liabilities, revenues and expenses.

**J. Reclassifications** - The Commission's policy is to reclassify, where appropriate, prior year financials to conform to the current year presentation.

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2015**

**NOTE 2. FISCAL PERIODS**

The grants/programs listed below are awarded on a December 31 year-end basis. Expenses and revenues relating to these grants/programs have been included in their entirety in these financial statements.

Grants/Program

Economic Development Administration (EDA) - Community Economic Development  
Regional Prosperity Initiative

The grants/programs listed below are awarded on a September 30 year-end basis. Only those expenses and related revenues applicable to the activities occurring during the Commission's fiscal years ended December 31, 2015 and 2014, are included in the accompanying financial statements.

Grants/Programs

Twin Cities Area Transportation Study (TCATS)  
Twin Cities Area Transportation Authority – Mobility Management (TCATA - M/M)  
Niles Area Transportation Study –(NATS)  
Niles Area Transportation Study – Federal Transit Administration (NATS - FTA)  
Michigan Department of Transportation Regional Transportation Planning (MDOT)  
US-12 Heritage Route Planning  
Asset Management

The Rideshare grant/program is awarded on a June 30 year-end basis. Only those expenses and related revenues applicable to the activities occurring during the Commission's fiscal years ended December 31, 2015 and 2014, are included in the accompanying financial statements.

The remaining grants/programs including National Pollutant Discharge Elimination System: Public Education Program Phase II (PEP II) are entered based on a project specific contractual agreement that varies depending on the project. Only those expenses and related revenues applicable to the activities occurring during the Commission's fiscal years ended December 31, 2015 and 2014, are included in the accompanying financial statements.

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2015**

**NOTE 3.      INDIRECT COSTS**

Indirect costs which support all on-premises projects are allocated based on the ratio of the individual project’s salaries, fringe benefits and contract services on-site. Occasionally the Commission will take on projects with a maximum allowable indirect rate predetermined by contract. One such project, the Mobility Management project, which is a contractual project with the Twin Cities Area Transportation Authority (TCATA), has a contracted indirect rate of 20%.

The Commission’s bookkeeping necessitates that projects with contractually fixed maximum allowable indirect rates must be segregated from the overall indirect rate calculation for the Commission. The resulting indirect cost rate for the years ended December 31, 2015 and 2014 was 54% and 75%, respectively.

The following are the total indirect costs allocated to projects:

	<u>2015</u>	<u>2014</u>
Salaries (chargeable)	\$ 80,268	\$ 139,918
Benefits	35,466	61,217
Travel	130	1,109
Printing and advertising	-	55
Rent	73,818	64,333
Telephone	1,032	1,476
Professional fees	1,539	-
Postage	697	848
Dues and subscriptions	2,354	989
Office supplies	10,796	4,490
Conferences	-	724
Equipment depreciation	5,637	6,447
Equipment maintenance	544	961
Computer services	20,495	12,855
	<u>\$ 232,776</u>	<u>\$ 295,422</u>

**NOTE 4.      INVESTMENTS**

Investments are stated at fair value and consist of common stock. The fair value is determined through quoted prices as listed on active market exchanges. Investment was liquidated in 2015.

Investment holdings are as follows as of December 31, 2014:

	<u>Cost</u>	<u>Market</u>	<u>Unrealized Gain/(Losses)</u>
Common Stock	<u>\$ 4,565</u>	<u>\$ 4,565</u>	<u>\$ -</u>

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2015**

**NOTE 5. DEFINED CONTRIBUTION PENSION PLAN**

The Commission has established an insured; money purchase contributory pension plan which covers substantially all full time employees. Pension expense for the years ended December 31, 2015 and 2014 amounted to \$30,469 and \$27,319, respectively, and represented 6.5% of eligible employees' compensation for both 2015 and 2014.

**NOTE 6. 457 DEFERRED COMPENSATION PLAN**

The 457 Deferred Compensation Plan is offered on a voluntary basis to all employees. These funds are withheld from the employee's wages or salary on a pretax basis as allowed by the Internal Revenue Service.

**NOTE 7. LEASE COMMITMENT**

The Commission entered into a new 10 - year lease at a new location effective January 1, 2014. Monthly rent is \$5,610 under this new lease. Future minimum rent payments are as follows:

2016	\$	67,320
2017		67,320
2018		67,320
2019		67,320
2020		67,320
Thereafter		201,960
	\$	<u>538,560</u>

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2015**

**NOTE 8. EXPLANATION OF ACRONYMS**

TCATS	Twin Cities Area Transportation Study
NATS	Niles Area Transportation Study
MDOT	Michigan Department of Transportation
CED/EDA	Community Economic Development - Economic Development Administration (U.S. Department of Commerce)
Local Planning	Local Technical Assistance, Local Recreational Planning and Local Planning Assistance
BRPPWS Monitor	Black River and Paw Paw Watershed Monitoring
GLCPPRWS	Great Lakes Commission Paw Paw River Watershed
SJRWS Wetland	St. Joseph River Watershed Wetland
RPI	Regional Prosperity Initiative
PEP II	National Pollutant Discharge Elimination System: Public Education Program

**NOTE 9. FIXED ASSETS**

Fixed assets are summarized as follows as of December 31:

	<b>Estimated Asset Lives</b>	<b>2015</b>	<b>2014</b>
Furniture and equipment	5 years	\$ 161,696	\$ 155,362
Less accumulated depreciation		(140,566)	(134,929)
		<u>\$ 21,130</u>	<u>\$ 20,433</u>

Depreciation included in the statement of activities and changes in net assets for the years ended December 31, 2015 and 2014, amounted to \$5,637 and \$6,447, respectively.

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2015 and 2014**

**NOTE 10. CONCENTRATION OF CREDIT RISK**

The Commission maintains its cash balances in one financial institution. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. At December 31, 2015 and 2014 all deposits were insured.

**NOTE 11. DONATED SERVICES**

The Commission has received contributed services from various organizations. These services are valued based on the actual wages and actual time spent by the organizations for the Commission. The contributed services are reflected in the financial statements as contributed services and contractual or salary expense. For the year ended December 31, 2015 and 2014, total contributed services were \$0 and \$3,751.

**NOTE 12. DEFERRED REVENUES**

	2015	2014
NATS	\$ 19,127	\$ 12,288
TCATS	38,694	15,157
Be Healthy Berrien	10,287	-
US 12	-	3,284
New Buffalo Master	-	2,139
NOAA Watervliet	-	795
GLC PPRWS	4,562	5,288
Paw Paw Lake Foundation	1,080	1,080
SJRW Wetland	-	15,176
Rideshare	-	4,222
RPI	153,019	145,684
Lake MI WS Academy	-	4,819
Berrien County Transit Plan	15,004	-
	\$ 241,773	\$ 209,932

**NOTE 13. SUBSEQUENT EVENTS**

The Commission has evaluated subsequent events through December 22, 2016, the date the financials were available to be issued. No events or transactions occurred during this period which requires recognition of disclosures in the financial statements.



## **SUPPLEMENTARY INFORMATION**



## INDEPENDENT AUDITOR'S REPORT ON SUPPLEMENTARY INFORMATION

To the Board of Directors of  
Southwest Michigan Planning Commission  
Benton Harbor, Michigan

We have audited the financial statements of Southwest Michigan Planning Commission as of and for the years ended December 31, 2015, and have issued our report thereon dated December 22, 2016, which expressed an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The following 2015 supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, 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 financial statements as a whole.

The following 2014 supplementary information was subjected to the auditing procedures applied in the 2014 audit of the basic financial statements by Schaffer & Layher, PLLC, whose report on such information stated that it was fairly stated in all material respects in relation to the 2014 financial statements as a whole.

Respectfully submitted,

A handwritten signature in blue ink that reads 'Kruggel, Lawton &amp; Company, LLC'.

Certified Public Accountants

St. Joseph, Michigan  
December 22, 2016

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**STATEMENT OF FINANCIAL POSITION – DESIGNATED**  
**DECEMBER 31, 2015**

	<u>NATS</u>	<u>TCATS</u>	<u>BRPPWS Monitor</u>	<u>St. Joseph Watershed</u>	<u>MDOT</u>	<u>GLC PPRWS</u>	<u>US 12 Heritage Route Plan</u>	<u>Rideshare</u>	<u>CED/EDA</u>	<u>RPI</u>	<u>Pep Phase II</u>	<u>Asset Management</u>	<u>Trail Towns</u>	<u>FTA Mobility Management</u>	<u>Berrien Consolidated Transit</u>	<u>Local Planning</u>	<u>Totals</u>
<b>Assets</b>																	
<b>Current Assets</b>																	
Cash and cash equivalents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due from grantors	45,208	67,192	12,182	-	15,723	17,500	55	15,018	1,772	-	12,420	7,848	3,229	39,119	-	84,234	321,500
Due from (to) other funds	(9,241)	(9,448)	(12,182)	1,208	(15,723)	(17,500)	(55)	(15,018)	(1,363)	153,019	(12,420)	(7,848)	(3,229)	(39,119)	15,004	(68,305)	(42,220)
<b>Total Current Assets</b>	<b>\$ 35,967</b>	<b>\$ 57,744</b>	<b>\$ -</b>	<b>\$ 1,208</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 409</b>	<b>\$ 153,019</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,004</b>	<b>\$ 15,929</b>	<b>\$ 279,280</b>
<b>Liabilities and Net Assets</b>																	
<b>Current Liabilities</b>																	
Escrow accounts	\$ 16,840	\$ 19,050	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ 409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,507
Deferred revenue	19,127	38,694	-	-	-	-	-	-	-	153,019	-	-	-	-	15,004	15,929	241,773
<b>Total Current Liabilities</b>	<b>\$ 35,967</b>	<b>\$ 57,744</b>	<b>\$ -</b>	<b>\$ 1,208</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 409</b>	<b>\$ 153,019</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,004</b>	<b>\$ 15,929</b>	<b>\$ 279,280</b>
<b>Net Assets</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 35,967</b>	<b>\$ 57,744</b>	<b>\$ -</b>	<b>\$ 1,208</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 409</b>	<b>\$ 153,019</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,004</b>	<b>\$ 15,929</b>	<b>\$ 279,280</b>

**SOUTHWEST MICHIGAN PLANNING COMMISSION  
STATEMENT OF ACTIVITIES – DESIGNATED  
FOR THE YEAR ENDED DECEMBER 31, 2015**

	<u>NATS</u>	<u>TCATS</u>	<u>BRPPWS Monitor</u>	<u>MDOT</u>	<u>GLC PPRWS</u>	<u>US 12 Heritage Route Plan</u>	<u>Rideshare</u>	<u>CED/EDA</u>	<u>RPI</u>	<u>PEP Phase II</u>	<u>Asset Management</u>	<u>Trail Towns</u>	<u>FTA Mobility Management</u>	<u>Berrien Consolidated Transit</u>	<u>Local Planning</u>	<u>Totals</u>
<b>Support</b>																
Federal	\$ 99,253	\$ 133,401	\$ -	\$ 9,680	\$ -	\$ 7,004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,621	\$ 252,959
State	-	-	-	48,830	-	985	47,365	-	221,415	-	35,928	-	-	-	-	354,523
County	-	-	-	-	-	-	-	17,210	-	-	-	-	-	-	-	17,210
Local	25,062	40,312	155	-	738	-	-	4	-	15,510	-	12,121	58,011	-	100,295	252,208
<b>Total Support</b>	<b>\$ 124,315</b>	<b>\$ 173,713</b>	<b>\$ 155</b>	<b>\$ 58,510</b>	<b>\$ 738</b>	<b>\$ 7,989</b>	<b>\$ 47,365</b>	<b>\$ 17,214</b>	<b>\$ 221,415</b>	<b>\$ 15,510</b>	<b>\$ 35,928</b>	<b>\$ 12,121</b>	<b>\$ 58,011</b>	<b>\$ -</b>	<b>\$ 103,916</b>	<b>\$ 876,900</b>
<b>Expenses</b>																
Salaries	\$ 51,317	\$ 76,456	\$ -	\$ 25,572	\$ 344	\$ 2,740	\$ 13,649	\$ 6,747	\$ 32,070	\$ 6,396	\$ 14,406	\$ 3,227	\$ 7,396	\$ -	\$ 39,414	\$ 279,734
Fringe benefits	22,857	28,142	155	11,689	135	1,083	8,516	3,384	12,842	3,065	6,482	1,367	3,374	-	20,916	124,007
Travel	4,845	5,243	-	1,633	-	710	1,400	1,832	1,006	841	2,376	139	999	-	3,323	24,347
Telephone	187	237	-	87	-	33	62	19	66	52	108	16	67	-	307	1,241
Printing and postage	192	46	-	124	1	439	1	19	5,484	2	33	-	82	-	33	6,456
Dues and subscriptions	260	99	-	-	-	-	260	-	-	-	260	-	-	-	-	879
Supplies and materials	2,566	3,446	-	139	-	599	939	17	3,531	133	78	-	1,172	-	1,137	13,757
Computer services	376	304	-	-	-	330	179	154	-	-	154	-	-	-	485	1,982
Advertising	950	1,349	-	161	-	-	9,079	-	-	-	-	-	-	-	-	11,539
Conferences and training	813	538	-	-	-	-	750	196	-	-	45	-	1,731	-	-	4,073
Contractual - direct	-	1,890	-	-	-	-	-	-	6,890	-	805	5,000	37,190	-	5,202	56,977
Contractual - off site	-	-	-	-	-	-	-	-	137,231	-	-	-	-	-	-	137,231
Direct equipment	11	488	-	-	-	-	461	-	-	-	-	-	-	-	-	960
Indirect cost pool	39,941	55,475	-	19,105	258	2,055	12,069	4,846	22,295	5,021	11,181	2,372	6,000	-	33,099	213,717
<b>Total Expenses</b>	<b>\$ 124,315</b>	<b>\$ 173,713</b>	<b>\$ 155</b>	<b>\$ 58,510</b>	<b>\$ 738</b>	<b>\$ 7,989</b>	<b>\$ 47,365</b>	<b>\$ 17,214</b>	<b>\$ 221,415</b>	<b>\$ 15,510</b>	<b>\$ 35,928</b>	<b>\$ 12,121</b>	<b>\$ 58,011</b>	<b>\$ -</b>	<b>\$ 103,916</b>	<b>\$ 876,900</b>
<b>Excess (Deficiency) of Revenues over (under) Expenses</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfer in Net Assets</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Change in Net Assets</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Net Assets - Beginning of Year</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Assets - End of Year</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**SOUTHWEST MICHIGAN PLANNING COMMISSION**  
**ANALYSIS OF LOCAL ACTIVITIES**  
**For the Years Ended December 31, 2015 and 2014**

<b>Support and Revenues</b>	<u><b>2015</b></u>	<u><b>2014</b></u>
<b>Support</b>		
County	\$ 42,715	\$ 43,146
<b>Total Support</b>	<u>\$ 42,715</u>	<u>\$ 43,146</u>
 <b>Revenue</b>		
Local revenues	\$ 18,355	\$ 29,203
Interest	138	140
<b>Total Revenues</b>	<u>\$ 18,493</u>	<u>\$ 29,343</u>
<b>Total Support and Revenues</b>	<u>\$ 61,208</u>	<u>\$ 72,489</u>
 <b>Expenses</b>		
Salaries	\$ 21,881	\$ 17,889
Fringe benefits	9,263	6,823
Travel	1,390	1,923
Printing and postage	176	251
Telephone	72	97
Supplies and materials	12	4,425
Computer services	-	1,793
Professional services	5,675	5,500
Commission expenses	3,680	14,981
Indirect cost pool	19,059	18,807
<b>Total Expenses</b>	<u>\$ 61,208</u>	<u>\$ 72,489</u>
 <b>Excess (Deficiency) of Revenues over (under)</b>		
<b>Expenses</b>	\$ -	\$ -
<b>Net Assets, Beginning of Year</b>	<u>231,453</u>	<u>231,453</u>
<b>Net Assets, End of Year</b>	<u><u>\$ 231,453</u></u>	<u><u>\$ 231,453</u></u>