

**JAMESTOWN PARKS AND RECREATION DISTRICT  
JAMESTOWN, NORTH DAKOTA**

AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2019

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**JAMESTOWN PARKS AND RECREATION DISTRICT**

LIST OF OFFICIALS  
DECEMBER 31, 2019

**Officials**

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Mindi Schmitz  
Ron Olson  
Mike Landscoot  
Mike Soulis  
Mark Ukestad  
Doug Hogan  
Bonnie Ukestad

**Titles**

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Chairman  
Vice-Chairman  
Commissioner  
Commissioner  
Commissioner  
Director  
Business Manager

## INDEPENDENT AUDITOR'S REPORT

To the Board of Park Commissioners  
Jamestown Parks and Recreation District  
Jamestown, North Dakota

We have audited the accompanying financial statements of the governmental activities and each major fund of the Jamestown Parks and Recreation District as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the District'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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on 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 unmodified and qualified audit opinions.

## Summary of Opinions

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Qualified
General Fund	Unmodified
Special Assessment Fund	Unmodified
Facilities Fund	Unmodified
Debt Service Fund	Unmodified

### Basis for Qualified Opinion on Governmental Activities

Management has elected to not report the District's proportionate share of net pension liability and related deferred inflows / outflows for the Retirement Plan for Employees of the City of Jamestown as the actuarial valuation is not in compliance with GASB Statement 68, Accounting and Financial Reporting for Pensions.

### Qualified Opinion

In our opinion, except for the effects of the matter described in the "Basis for Qualified Opinion on Governmental Activities" paragraph, the financial statements referred to above present fairly, in all material aspects, the respective financial position of the governmental activities of the Jamestown Parks and Recreation District, as of December 31, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Unmodified Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund of the Jamestown Parks and Recreation District as of December 31, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Correction of Error

As described in Note 2 to the financial statements, the 2018 financial statements have been restated to correct misstatements. Our opinion is not modified with respect to this matter.

### Other Matters

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedules, schedule of employer's proportionate share of net pension liability, schedule of employer's pension contributions, schedule of employer's proportionate share of net OPEB liability, schedule of employer's OPEB contributions, and notes to required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited

procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis. 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. Our opinions on the basic financial statements are not affected by this missing information.

#### *Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Jamestown Parks and Recreation District's basic financial statements. The accompanying listing of officials is presented for purposes of additional analysis and is not a required part of the basic financial statements.

#### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 29, 2020, on our consideration of Jamestown Parks and Recreation District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Jamestown Parks and Recreation District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Jamestown Parks and Recreation District's internal control over financial reporting and compliance.



**BRADY, MARTZ & ASSOCIATES, P.C.  
BISMARCK, NORTH DAKOTA**

December 29, 2020

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**STATEMENT OF NET POSITION**  
**DECEMBER 31, 2019**

**ASSETS**

**CURRENT ASSETS**

Cash and cash equivalents	\$ 756,790
Taxes receivable	75,232
Other receivables	5,569
Total current assets	<u>837,591</u>

**RESTRICTED ASSETS**

Cash and cash equivalents	<u>1,691,808</u>
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**CAPITAL ASSETS**

Land	871,700
Depreciable capital assets, net	<u>31,757,307</u>
Total capital assets	<u>32,629,007</u>
Total assets	<u>35,158,406</u>

**DEFERRED OUTFLOWS OF RESOURCES**

Cost-sharing defined benefit plan - pension	583,266
Cost-sharing defined benefit plan - OPEB	<u>26,003</u>
Total deferred outflows of resources	<u>609,269</u>

**LIABILITIES**

**CURRENT LIABILITIES**

Accounts payable	73,997
Current portion of special assessments payable	100,077
Current portion of capital lease payables	38,365
Current portion notes payable	34,486
Current portion of revenue bonds payable, net of premium	1,014,036
Unearned revenue	<u>342,972</u>
Total current liabilities	<u>1,603,933</u>

**NON-CURRENT LIABILITIES**

Accrued compensated absences	84,361
Net pension liability	742,660
Net OPEB liability	47,441
Special assessment payable, net of current portion	726,405
Capital lease, net of current portion	40,154
Notes payable, net of current portion	113,827
Revenue bonds payable, net of current portion and premium	<u>25,839,574</u>
Total non-current liabilities	<u>27,594,422</u>
Total liabilities	<u>29,198,355</u>

**DEFERRED INFLOWS OF RESOURCES**

Cost-sharing defined benefit plan - pension	373,048
Cost-sharing defined benefit plan - OPEB	<u>1,892</u>
Total deferred inflows of resources	<u>374,940</u>

**NET POSITION**

Net investment in capital assets	4,722,083
Restricted for:	
Debt service	1,452,147
Special assessments	64,835
Capital outlay	191,041
Unrestricted	<u>(235,726)</u>
Total net position	<u>\$ 6,194,380</u>

See Notes to the Financial Statements

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

		Program Revenues			Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities					
Park operations	\$ 1,286,359	\$ 1,948,698	\$ 27,166	\$ -	\$ 689,505
Facilities / recreation	2,515,178	-	-	-	(2,515,178)
Interest on long-term debt	866,221	-	-	-	(866,221)
Unallocated depreciation	917,702	-	-	-	(917,702)
Loss on disposal of capital assets	7,014	-	-	-	(7,014)
Total governmental activities	<u>\$ 5,592,474</u>	<u>\$ 1,948,698</u>	<u>\$ 27,166</u>	<u>\$ -</u>	<u>(3,616,610)</u>
General Revenues:					
Property taxes					4,293,382
Intergovernmental					338,033
Investment earnings (loss)					5,400
Lease					14,678
Total general revenues					<u>4,651,493</u>
Change in net position					<u>1,034,883</u>
Net position - beginning of year, originally stated					4,638,187
Prior period adjustments - see note 2					<u>521,310</u>
Net position - beginning of year, restated					<u>5,159,497</u>
Net position - end of year					<u>\$ 6,194,380</u>

See Notes to the Financial Statements

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**BALANCE SHEET**  
**DECEMBER 31, 2019**

	General Fund	Special Assessment Fund	Facilities Fund	Debt Service Fund	Total Governmental Funds
<b>ASSETS</b>					
CURRENT ASSETS					
Cash and cash equivalents	\$ 756,790	\$ -	\$ -	\$ -	\$ 756,790
Taxes receivable	62,442	3,650	9,140	-	75,232
Due from other funds	-	-	191,041	-	191,041
Other receivables	5,569	-	-	-	5,569
Total current assets	824,801	3,650	200,181	-	1,028,632
RESTRICTED ASSETS					
Cash and cash equivalents	14,411	239,661	-	1,437,736	1,691,808
Total assets	<u>\$ 839,212</u>	<u>\$ 243,311</u>	<u>\$ 200,181</u>	<u>\$ 1,437,736</u>	<u>\$ 2,720,440</u>
<b>LIABILITIES</b>					
CURRENT LIABILITIES					
Accounts payable	\$ 73,997	\$ -	\$ -	\$ -	\$ 73,997
Unearned revenue	19,167	-	-	-	19,167
Due to other funds	16,215	174,826	-	-	191,041
Total current liabilities	109,379	174,826	-	-	284,205
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Delinquent property taxes	62,442	3,650	9,140	-	75,232
<b>FUND BALANCES</b>					
Restricted for:					
Debt service	14,411	-	-	1,437,736	1,452,147
Special assessments	-	64,835	-	-	64,835
Capital outlay	-	-	191,041	-	191,041
Unassigned	652,980	-	-	-	652,980
Total fund balances	667,391	64,835	191,041	1,437,736	2,361,003
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 839,212</u>	<u>\$ 243,311</u>	<u>\$ 200,181</u>	<u>\$ 1,437,736</u>	<u>\$ 2,720,440</u>

See Notes to the Financial Statements

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**RECONCILIATION OF GOVERNMENTAL FUND BALANCE SHEET**  
**TO THE GOVERNMENT-WIDE STATEMENT OF NET POSITION**  
**DECEMBER 31, 2019**

Total Governmental Funds Balance	\$ 2,361,003
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and therefore not reported in the funds.	32,629,007
Certain revenues will be collected after year-end, but are not available soon enough to pay for the current period's expenditures and therefore are reported as deferred inflows of resources in the funds.	75,232
Deferred outflows relating to the cost sharing defined benefit pension and OPEB plans in the governmental activities are not financial resources, and therefore, are not reported in the governmental funds.	609,269
Long-term liabilities are not due and payable in the current period and therefore are not included in the funds.	
Accrued compensated absences	(84,361)
Special assessments payable	(826,482)
Capital lease payable	(78,519)
Notes payable	(148,313)
Revenue bonds payable	(26,853,610)
Net pension liability	(742,660)
Net OPEB liability	(47,441)
Total	(28,781,386)
Unearned revenues that will not be earned within 60 days after fiscal year end are not current financial resources, and therefore, are not reported in the governmental funds.	(323,805)
Deferred inflows relating to the cost sharing defined benefit pension and OPEB plans in the governmental activities are not financial resources, and therefore, are not reported in the governmental funds.	(374,940)
Net Position of Governmental Activities	<u>\$ 6,194,380</u>

See Notes to the Financial Statements

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

	General Fund	Special Assessments Fund	Facilities Fund	Debt Service Fund	Total Governmental Funds
<b>Revenues:</b>					
Taxes	\$ 1,339,428	\$ 87,221	\$ 212,926	\$ 2,619,468	\$ 4,259,043
Intergovernmental	338,033	-	-	-	338,033
Charges for services	1,935,432	-	-	-	1,935,432
Investment earnings	1,474	826	-	3,100	5,400
Grants	25,954	-	-	-	25,954
Rents	14,678	-	-	-	14,678
Donations	1,212	-	-	-	1,212
Total revenues	<u>3,656,211</u>	<u>88,047</u>	<u>212,926</u>	<u>2,622,568</u>	<u>6,579,752</u>
<b>Expenditures:</b>					
Current:					
General parks	1,018,137	-	62,779	-	1,080,916
Bunker	28,134	-	-	-	28,134
Jack Brown Stadium	30,589	-	-	-	30,589
McElroy Complex	25,174	-	-	-	25,174
General recreation	54,191	-	-	-	54,191
Soccer	3,020	-	-	-	3,020
Hillcrest proshop	147,959	-	-	-	147,959
Hillcrest maintenance	294,998	-	-	-	294,998
Wilson Arena	379,853	-	-	-	379,853
Two Rivers activity center	1,097,637	-	-	-	1,097,637
Two Rivers aquatics	225,747	-	-	-	225,747
Two Rivers learning center	225,194	-	-	-	225,194
Two Rivers recreation programs	2,682	-	-	-	2,682
Capital outlay	-	-	199,324	-	199,324
Debt service:					
Principal retirement	185,225	70,959	54,026	1,685,000	1,995,210
Interest and fiscal charges	48,033	9,047	287	857,890	915,257
Total expenditures	<u>3,766,573</u>	<u>80,006</u>	<u>316,416</u>	<u>2,542,890</u>	<u>6,705,885</u>
Excess of revenues over (under) expenditures	<u>(110,362)</u>	<u>8,041</u>	<u>(103,490)</u>	<u>79,678</u>	<u>(126,133)</u>
Other financial sources (uses):					
Proceeds from issuance of long-term debt	183,000	-	121,322	-	304,322
Net change in fund balances	<u>72,638</u>	<u>8,041</u>	<u>17,832</u>	<u>79,678</u>	<u>178,189</u>
Fund balance - January 1, as originally stated	3,855,092	56,794	173,209	-	4,085,095
Prior period adjustments - see note 2	<u>(3,260,339)</u>	<u>-</u>	<u>-</u>	<u>1,358,058</u>	<u>(1,902,281)</u>
Fund balance - January 1, as restated	594,753	56,794	173,209	1,358,058	2,182,814
Fund balance	<u>\$ 667,391</u>	<u>\$ 64,835</u>	<u>\$ 191,041</u>	<u>\$ 1,437,736</u>	<u>\$ 2,361,003</u>

See Notes to the Financial Statements

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**RECONCILIATION OF GOVERNMENTAL FUND STATEMENT OF**  
**REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**WITH THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

Net change in fund balance - governmental funds \$ 178,189

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

Capital outlays are reported as expenditures in governmental funds. However,  
in the statement activities, the cost of those assets is allocated over their  
estimated useful lives as depreciation expense. In the current period, these  
amounts are:

Capital outlay	199,324	
Depreciation expense	(917,702)	
Total	(718,378)	(718,378)

In the statement of activities, only the gain(loss) on the sale of assets is  
reported, whereas in the governmental funds, the proceeds from the sale  
increases financial resources. Thus, the change in net position differs from  
the change in fund balance in the book value of the assets sold. (7,014)

Revenues in the statement of activities that do not provide current financial  
resources are not reported as revenues in governmental funds. This consists  
of delinquent property taxes. 54,587

Some assets acquired this year were financed through capital leases. The  
amount financed is reported in the governmental funds as a source of financing.  
However, capital leases are reported as long-term liabilities in the statement  
of net position. (121,322)

Changes in deferred outflows relating to cost-sharing defined benefit pension  
and OPEB liabilities. (96,184)

Changes in deferred inflows relating to cost-sharing defined benefit pension  
and OPEB liabilities. (321,206)

Note proceeds provide current financial resources to governmental funds,  
but issuing debt increases long-term liabilities in the statement of net position. (183,000)

Repayment of long-term debt is reported as an expenditure in governmental  
funds but the repayment reduces long-term liabilities in the statement of net  
position. In the current year, these amounts consist of:

Capital lease payments	114,564	
Special assessment payments	70,959	
Note payments	34,687	
Bond principal retirement	1,775,000	
Total	1,995,210	1,995,210

Some items reported in the statement of activities do not require the use of  
current financial resources and therefore are not reported as expenditures  
in the governmental funds.

Amortization of premium on bond issues	49,036	
Net increase in compensated absences	(15,043)	
Net increase in post-retirement obligations	(5,041)	
Net decrease in net pension liability	225,049	
Total	254,001	254,001

Change in net position of governmental activities \$ 1,034,883

See Notes to the Financial Statements

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**DECEMBER 31, 2019**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Jamestown Parks and Recreation District (District) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to the government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

**Reporting Entity**

In accordance with the Governmental Accounting Standards Board, reporting entity's financial statements should include all component units over which that component unit (oversight unit) exercises oversight responsibility. Criteria used to determine a potential component unit include: is it legally separate, does it have separate corporate powers, who appoints the governing board, is there fiscal dependency, can the oversight unit impose its will, and is therefore a financial benefit/burden relationship. The Jamestown Parks and Recreation District has not identified any entities that should be included as component units of the District.

**Basis of Presentation**

The District's basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detail level of financial information.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the District. The effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

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

Separate financial statements are provided for the governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

**Measurement Focus/Basis of Accounting**

The government-wide financial statements are reported using the economic resources measurements focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

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

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period.

The government reports the following major governmental funds:

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

The special assessment fund is used to account for the proceeds of certain specific revenue sources that are legally restricted to expenditures for District wide improvements.

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

The facilities fund is used to account for capital acquisitions and projects. This fund is not required to be shown as a major fund, but the Park District has elected to show as such as it is the only non-major governmental fund.

### **Governmental Fund Types**

The general fund accounts for all governmental financial resources, except for those required to be accounted for in other funds.

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Debt Service Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

Capital Project Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition and construction of district facilities and other capital assets.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

**Cash and Cash Equivalents**

Cash and cash equivalents include amounts in demand deposits as well as short-term certificates of deposit with a maturity date within three months of the date acquired by the government. Restricted cash and cash equivalents are restricted for debt service expenditures.

**Accounts Receivable**

Accounts receivable are carried at original invoice amount less an estimate made for doubtful receivables. Management determines the allowance for doubtful accounts by identifying troubled accounts and by using historical experience applied to an aging of accounts. Accounts receivable are written off when deemed uncollectible. Recoveries of accounts receivable previously written off are recorded when received. A receivable is considered to be past due if any portion of the receivable is outstanding for more than 30 days. There is no allowance for doubtful accounts receivable as of December 31, 2019, as management considers all receivables collectible.

**Taxes Receivable**

The taxes receivable consist of uncollected property taxes as of December 31, 2019 for both current and prior years.

**Capital Assets**

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$3,500 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant, and equipment of the District is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Bulidings and improvements	7 - 50
Machinery and equipment	5 - 50

**Compensated Absences**

All full-time employees of the District are covered by a compensated absences policy including annual leave and sick leave. Unused annual leave can be accumulated and carried over to a maximum of 240 hours to the next calendar year. Unused sick leave may be accumulated to a

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

maximum of 960 hours. Upon termination of employment, employees receive 100 percent of their unused annual leave pay at their rate of pay on the date of termination. Accumulated sick leave is payable to employees upon resignation or retirement at the following rates: 5% of sick leave balance after 5 years, 10% of sick leave balance after 10 years, 15% of sick leave balance after 15 years, 20% of sick leave balance after 20 years, and 25% of sick leave balances after 25 years.

A vacation and sick leave package is available for temporary full-time employees. A temporary full-time employee will start accruing vacation and sick leave after one year of continuous employment at the same rates as full-time employees.

### **Long-Term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities fund type statement of net position. Bond issuance costs are expensed in the year of occurrence. Bond premiums and discounts are deferred and amortized over the term of the bonds using the straight-line method, which approximates the effective interest method. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discount on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

### **Pensions**

For the purposes of measuring the net pension liability(asset), deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the North Dakota Public Employees Retirement System (NDPERS) and additions to/deductions from NDPERS' fiduciary net position have been determined on the same basis as they are reported by NDPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### **Other Post-Employment Benefits (OPEB)**

For the purposes of measuring the net OPEB liability(asset), deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the North Dakota Public Employees Retirement System (NDPERS) and additions to/deductions from NDPERS' fiduciary net position have been determined on the same basis as they are reported by NDPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### **Deferred Outflows / Inflows of Resources**

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will

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not be recognized as an outflow of resources (expense/expenditure) until then. The District reports deferred outflows of resources for NDPERS' cost sharing defined pension and other post-retirement benefit plans. The deferred outflows represent actuarial differences within the NDPERS pension and retiree health insurance credit plans. See Notes 7 and 8 for further details.

In addition to liabilities, the statement of net position and balance sheet will sometimes report a separate section of deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The District has one type of item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, delinquent property taxes (unavailable revenue), is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues, from two sources: property taxes and special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. On the statement of net position, the District reports deferred inflows of resources for NDPERS' cost sharing defined pension and other post-retirement benefit plans. The deferred inflows represent actuarial differences within the NDPERS pension and retiree health insurance credit plans. See Notes 7 and 8 for further details.

#### **Net Position**

Net position represents the difference between assets plus deferred outflow of resources and liabilities plus deferred inflow of resources. Net investment in capital assets, consists of the remaining un-depreciated cost of the asset less the outstanding debt associated with the purchase or construction of the related asset.

Net position is reported as restricted when external creditors, grantors, or other governmental organizations imposed specific restrictions on the District. External restrictions may be imposed through state or local laws, and grant or contract provisions.

#### **Fund Balance Classifications**

In the fund financial statements, governmental funds report aggregate amounts for five classifications of fund balances based on the constraints imposed on the use of these resources. The non-spendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form - inventories; or (b) legally or contractually required to be maintained intact. The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned, and unassigned.

*Restricted* – This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

*Committed* – These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the park board-the District's highest level of decision-making authority. Those committed amounts cannot be used for any other purpose unless the park board removes the specified use by taking the same type of action imposing the

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commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

*Assigned* – This classification reflects the amounts constrained by the District’s “intent” to be used for specific purposes but are neither restricted nor committed. The park board and executive director have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as non-spendable and are neither restricted nor committed.

*Unassigned* – This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, the District’s preference is to first use restricted resources, then unrestricted resources—committed, assigned, and unassigned—in order as needed. The District does not have a minimum fund balance policy.

#### **Revenue Recognition - Property Taxes**

Property taxes attach as an enforceable lien on the assessed property on January 1. A five percent reduction is allowed if paid by February 15. Penalty and interest are added March 15 if the first half of the taxes has not been paid. Additional penalties are added October 15, if not paid. Taxes are collected by the county and usually remitted monthly to the District.

Property tax revenue in the governmental funds is recognized in compliance with National Council of Government Accounting (NCGA) Interpretation 3, “Revenue Recognition – Property Taxes”. This interpretation states that property tax revenue is recorded when it becomes available. Available means when due, or past due and receivable within the current period and collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Such time thereafter shall not exceed 60 days. Property tax revenue is recorded as revenue in the year the tax is levied in the government – wide financial statements. Property taxes are limited by state laws. All district tax levies are in compliance with state laws.

#### **Grant Revenue Recognition**

The governmental grants received by the District are recognized as revenue at the time eligible expenditures are incurred on the government wide statements. Governmental grants must be received within 60 days after year-end to be considered available and recognized as revenue within the funds. The grants are accounted for as exchange transactions due to the government’s solicitation of proposals, approval of allowable expenditures and eligibility requirements. Grant funds received prior to expenditure are recorded as refundable advances on the statement of net position. These funds are to be repaid to the grantor if they are not used on eligible expenditures.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
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**Interfund Transactions**

Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**NOTE 2 PRIOR PERIOD ADJUSTMENTS**

<u>Governmental Activities</u>		<u>General Fund</u>		<u>Debt Service Fund</u>	
	<u>Increase (Decrease)</u>		<u>Increase (Decrease)</u>		<u>Increase (Decrease)</u>
(1)	\$ 11,560	(1)	\$ 11,560	(3)	\$ 1,358,058
(2)	(19,000)	(2)	(19,000)		
(3)	1,358,058	(4)	(233,151)		
(4)	(233,151)	(11)	(3,019,748)		
(5)	(882,646)		<u>\$ (3,260,339)</u>		
(6)	(25,728)				
(7)	(37,071)				
(8)	487,217				
(9)	(69,318)				
(10)	13,990				
(12)	(82,601)				
	<u>\$ 521,310</u>				

(1) Adjustment to record accounts receivable related to ice rental contracts.

(2) Adjustment to record unearned revenue related to ice rental contracts.

(3) To record opening debt service fund balance for the Two Rivers Activity Center debt and related 1% city sales tax restricted for debt service.

(4) Adjustment to record account payable as of December 31, 2018.

(5) Adjustment to record opening bond premium balance.

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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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(6) Adjustment to record OPEB liability, deferred outflow and deferred inflow due to implementation of GASB 75.

(7) To record unearned revenue related to contract with City of Jamestown.

(8) Adjustments to reconcile opening capital asset balances to the District's asset listing.

(9) Adjustment to record opening compensated absence liabilities.

(10) Adjustments to reconcile opening balance of capital lease payables.

(11) The District reclassified previously reported enterprise funds to be combined with the general fund. Adjustment for the net effect of capital assets and long-term debt not reported on the fund level of governmental funds.

(12) Adjustment to record opening special assessment payable and special assessment capital asset balances.

**NOTE 3 DEPOSITS**

In accordance with North Dakota statutes, the District maintains deposits at depository banks designated by the governing board. All depositories are members of the Federal Reserve System.

Deposits must either be deposited with the Bank of North Dakota or in other financial institutions situated and doing business within the state. Deposits other than with the Bank of North Dakota must be fully insured or bonded. In lieu of a bond, a financial institution may provide a pledge of securities equal to 110% of the deposits not covered by insurance or bonds.

Credit Risk:

The District may invest idle funds as authorized in North Dakota statutes, as follows:

- (a) Bonds, treasury bills and notes, or other securities that are a direct obligation insured or guaranteed by, the treasury of the United States, or its agencies, instrumentalities, or organizations created by an act of Congress
- (b) Securities sold under agreement to repurchase written by a financial institution in which the underlying securities for the agreement to repurchase are the type listed above
- (c) Certificates of deposits fully insured by the federal deposit insurance corporation
- (d) Obligations of the state
- (e) Commercial paper issued by a United States corporation rated in the highest quality category by at least two nationally recognized rating agencies and matures in two hundred seventy days or less.

As of December 31, 2019, the District had investments in certificates of deposits as authorized by statutes. These amounts are classified as cash and cash equivalents on the financial statements in accordance with the District's policy.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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Custodial Credit Risk

This is the risk that, in the event a financial institution fails, a government is unable to recover the value of its deposits, investments, or collateralized securities in the possession of the institution.

The District maintains cash on deposit at various financial institutions. The amounts on deposit were insured by the FDIC up to \$250,000. At December 31, 2019, none of the District's deposits were exposed to custodial credit risk, as all deposits were covered by FDIC coverage and pledged collateral through local financial institutions. \$576,852 of the District's deposits are covered by pledged securities held in the District's name. The total securities pledged exceed 110% of the uninsured balance.

Concentration of Credit Risk:

The District does not have a limit on the amount the District may invest in any one issuer. The District has no formal investment policy.

**NOTE 4      RESTRICTED CASH AND CASH EQUIVALENTS**

**General Fund**

Restricted cash and cash equivalents consist of amounts legally set aside to meet debt service requirements.

**Special Assessment Fund**

The special assessment fund is used to account for the proceeds of certain specific revenue sources that are legally restricted to expenditures for District wide improvements.

**Debt Service Fund**

The 2016 Series, Sales Tax Revenue Bonds require all proceeds from the 1% sales tax to be used for the payment of the principal and interest of the bonds.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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**NOTE 5 CAPITAL ASSETS**

The following schedule is a summary of the capital asset activity for the year ended December 31, 2019:

	Balance 1/1/2019 (as restated)	Additions	Deletions	Balance 12/31/2019
Capital Assets Not Being Depreciated:				
Land	\$ 871,700	\$ -	\$ -	\$ 871,700
Total Capital Assets Not Being Depreciated	<u>\$ 871,700</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 871,700</u>
Capital Assets Being Depreciated				
Buildings and Improvements	\$ 33,854,999	\$ 593,580	\$ (40,120)	\$ 34,408,459
Machinery and Equipment	2,498,845	199,324	(72,744)	2,625,425
Total Capital Assets Being Depreciated	<u>\$ 36,353,844</u>	<u>\$ 792,904</u>	<u>\$ (112,864)</u>	<u>\$ 37,033,884</u>
Less Accumulated Depreciation:				
Buildings and Improvements	\$ 3,266,665	\$ 728,136	\$ (40,120)	\$ 3,954,681
Machinery and Equipment	1,197,877	189,566	(65,547)	1,321,896
Total Accumulated Depreciation	<u>\$ 4,464,542</u>	<u>\$ 917,702</u>	<u>\$ (105,667)</u>	<u>\$ 5,276,577</u>
Total Capital Assets Being Depreciated, Net	<u>\$ 31,889,302</u>	<u>\$ (124,798)</u>	<u>\$ (7,197)</u>	<u>\$ 31,757,307</u>
Governmental Capital Assets, Net	<u>\$ 32,761,002</u>	<u>\$ (124,798)</u>	<u>\$ (7,197)</u>	<u>\$ 32,629,007</u>

The District leases a Demo Toro Groundmaster 4300-D and Toro Groundmaster 3150 and Toro Reelmaster 5410-D under capital leases. The cost and accumulated amortization of the leased assets are as follows:

Capitalized equipment	\$ 121,322
Less: accumulated depreciation	<u>(13,679)</u>
	<u>\$ 107,643</u>

Depreciation expense on the leased capital assets for the year ended December 31, 2019 was \$13,679.

The District recognized unallocated depreciation expense of \$971,702 for the year ending December 31, 2019.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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**NOTE 6      LONG-TERM DEBT**

The obligations under capital leases, notes payable, and revenue bonds payable are scheduled as follows:

	Outstanding 12/31/19
Capital Leases:	
Capital lease for Demo Toro Groundmaster 4300-D, issued February 21, 2019, principal and interest due annually beginning February 21, 2019 through February 21, 2021, interest at 5.43%. Payments are made by the Facilities fund.	\$      61,279
Capital lease for Toro Groundmaster 3150 and Toro Reelmaster 5410-D, issued September 11, 2019, principal and interest due annually beginning September 1, 2019 through September 1, 2021, interest at 4.91%. Payments are made by the Facilities fund.	<u>17,240</u>
Total Capital Lease Payable	<u>\$      78,519</u>
Note Payable:	
\$183,000 certificate of indebtedness for pool demolition, issued January 15, 2019, principal due annually and interest due semi-annually beginning May 1, 2019 through November 1, 2023, interest at 4.75%. Payments are made by the General fund.	<u>\$      148,313</u>
Special Assessments:	
The special assessments are dated 2005 through 2019. The maturity varies per issue but extends through 2049. Payments are to be made from the Special Assessments fund.	<u>\$      826,482</u>
Revenue Bonds Payable:	
\$1,625,000, Series 2015 Gross Revenue Refunding Bonds, issued June 1, 2015, principal due in annual installments ranging between \$80,000 and \$115,000, semi-annual interest ranging from 1.90% to 3.75%, beginning November 1, 2015 through May 1, 2033. Payments are made by the General fund.	\$    1,325,000
\$215,000, Series 2015 Gross Revenue Refunding Bonds, issued June 1, 2015, principal due in annual installments of \$10,000, semi-annual interest ranging from 1.90% to 3.75%, beginning November 1, 2015 through May 1, 2033. Payments are made by the General fund.	175,000
\$21,790,000, Series 2016A Sales Tax Revenue Bonds, issued May 25, 2016, principal due in annual installments ranging between \$875,000 and \$2,970,000, annual interest ranging from 2.00% to 4.00%, beginning July 1, 2017 through July 1, 2035. Payments are made by the Debt Service fund.	19,360,000
\$8,000,000, Series 2016B Sales Tax Revenue Bonds, issued May 25, 2016, principal due in lump sum on July 1, 2035, annual interest of 2.90%, beginning July 1, 2017 through July 1, 2035. Payments are made by the Debt Service fund.	<u>5,160,000</u>
Total Revenue Bonds Payable	<u>\$   26,020,000</u>

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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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**Changes in Long-Term Liabilities**

During the year ended December 31, 2019, the following changes occurred in liabilities reported in the Statement of Net Position:

	Balance 1/1/2019 (Restated)	Additions	Reductions	Balance 12/31/2019	Due Within One Year
Compensated absences	\$ 69,318	\$ 15,043	\$ -	\$ 84,361	\$ -
Net pension liability	967,709	388,880	(613,929)	742,660	-
Net other post retirement benefit liability	42,400	18,581	(13,540)	47,441	-
Special assessments	303,861	593,580	(70,959)	826,482	100,077
Unamortized bond premium	882,646	-	(49,036)	833,610	49,036
Bonds and notes payable					
Capital lease	71,761	121,322	(114,564)	78,519	38,365
Notes payable	-	183,000	(34,687)	148,313	34,486
Revenue bonds payable	27,795,000	-	(1,775,000)	26,020,000	965,000
Total bonds and notes payable	27,866,761	304,322	(1,924,251)	26,246,832	1,037,851
Total long-term liabilities	\$ 30,132,695	\$ 1,320,406	\$ (2,671,715)	\$ 28,781,386	\$ 1,186,964

Assets of the general fund are used to pay compensated absences. See Note 7 for more information on the net pension liability and Note 8 for more information on the post-retirement benefit obligation.

**Debt Service Requirements**

Annual requirements to amortize outstanding debt at December 31, 2019, are as follows:

	Capital Leases		Notes Payable		Special Assessments	
	Principal	Interest	Principal	Interest	Principal	Interest
2020	\$ 38,365	\$ 846	\$ 34,486	\$ 6,732	\$ 100,077	\$ 14,480
2021	40,154	433	36,166	5,052	78,727	26,778
2022	-	-	37,929	3,289	77,767	23,751
2023	-	-	39,732	1,440	61,160	20,760
2024	-	-	-	-	58,031	18,406
2025-2029	-	-	-	-	142,256	65,927
2030-2034	-	-	-	-	84,573	48,061
2035-2039	-	-	-	-	84,573	33,261
2040-2044	-	-	-	-	69,659	19,505
2045-2049	-	-	-	-	69,659	7,314
Total	\$ 78,519	\$ 1,279	\$ 148,313	\$ 16,513	\$ 826,482	\$ 278,243

  

	Revenue Bonds		Total	
	Principal	Interest	Principal	Interest
2020	\$ 965,000	\$ 779,874	\$ 1,137,928	\$ 801,932
2021	980,000	752,206	1,135,047	784,469
2022	1,010,000	723,464	1,125,696	750,504
2023	1,040,000	692,639	1,140,892	714,839
2024	1,060,000	672,364	1,118,031	690,770
2025-2029	5,855,000	2,810,565	5,997,256	2,876,492
2030-2034	6,980,000	1,558,240	7,064,573	1,606,301
2035-2039	8,130,000	158,483	8,214,573	191,744
2040-2044	-	-	69,659	19,505
2045-2049	-	-	69,659	7,314
Total	\$ 26,020,000	\$ 8,147,835	\$ 27,073,314	\$ 8,443,870

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**NOTE 7      PENSION PLANS**

**CITY OF JAMESTOWN EMPLOYEE PENSION PLAN (CEPP)**

The District is a participant in the single employer pension plan of the City of Jamestown. The plan is a defined benefit plan with the pension system responsible for benefits. The District is responsible only for current contributions to the fund. During the year ended December 31, 2019, the District's payroll for employees covered by the fund was approximately \$290,000.

The actuarial report for the CEPP was conducted under GASB 5 and is not up to date with current standards. Accordingly, the District has elected to excluded the pension liability, related deferred inflows and outflows of resources, and required footnote disclosures for this pension plan in its financial statements as complete and accurate information is unavailable to the District.

**NORTH DKAOTA PUBLIC EMPLOYEES RETIREMENT SYSTEM (NDPERS)**

**General Information about the Pension Plan**

***North Dakota Public Employees Retirement System (Main System)***

The following brief description of NDPERS is provided for general information purposes only. Participants should refer to NDCC Chapter 54-52 for more complete information.

NDPERS is a cost-sharing multiple-employer defined benefit pension plan that covers substantially all employees of the State of North Dakota, its agencies and various participating political subdivisions. NDPERS provides for pension, death and disability benefits. The cost to administer the plan is financed through the contributions and investment earnings of the plan.

Responsibility for administration of the NDPERS defined benefit pension plan is assigned to a Board comprised of nine members. The Board consists of a Chairman, who is appointed by the Governor; one member appointed by the Attorney General; one member appointed by the State Health Officer; three members elected by the active membership of the NDPERS system, one member elected by the retired public employees and two members of the legislative assembly appointed by the chairman of the legislative management.

***Pension Benefits***

Benefits are set by statute. NDPERS has no provisions or policies with respect to automatic and ad hoc post-retirement benefit increases. Members of the Main System are entitled to unreduced monthly pension benefits beginning when the sum of age and years of credited service equal or exceed 85 (Rule of 85), or at normal retirement age (65). For members hired on or after January 1, 2016 the Rule of 85 was be replaced with the Rule of 90 with a minimum age of 60. The monthly pension benefit is equal to 2.00% of their average monthly salary, using the highest 36 months out of the last 180 months of service, for each year of service. For members hired on or after January 1, 2020 the 2.00% multiplier was replaced with a 1.75% multiplier. The plan permits early retirement at ages 55-64 with three or more years of service.

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Members may elect to receive the pension benefits in the form of a single life, joint and survivor, term-certain annuity, or partial lump sum with ongoing annuity. Members may elect to receive the value of their accumulated contributions, plus interest, as a lump sum distribution upon retirement or termination, or they may elect to receive their benefits in the form of an annuity. For each member electing an annuity, total payment will not be less than the members' accumulated contributions plus interest.

***Death and Disability Benefits***

Death and disability benefits are set by statute. If an active member dies with less than three years of service for the Main System, a death benefit equal to the value of the member's accumulated contributions, plus interest, is paid to the member's beneficiary. If the member has earned more than three years of credited service for the Main System, the surviving spouse will be entitled to a single payment refund, life-time monthly payments in an amount equal to 50% of the member's accrued normal retirement benefit, or monthly payments in an amount equal to the member's accrued 100% Joint and Survivor retirement benefit if the member had reached normal retirement age prior to date of death. If the surviving spouse dies before the member's accumulated pension benefits are paid, the balance will be payable to the surviving spouse's designated beneficiary.

Eligible members who become totally disabled after a minimum of 180 days of service, receive monthly disability benefits equal to 25% of their final average salary with a minimum benefit of \$100. To qualify under this section, the member has to become disabled during the period of eligible employment and apply for benefits within one year of termination. The definition for disabled is set by the NDPERS in the North Dakota Administrative Code.

***Refunds of Member Account Balance***

Upon termination, if a member of the Main System is not vested (is not 65 or does not have three years of service), they will receive the accumulated member contributions and vested employer contributions, plus interest, or may elect to receive this amount at a later date. If the member has vested, they have the option of applying for a refund or can remain as a terminated vested participant. If a member terminated and withdrew their accumulated member contribution and is subsequently reemployed, they have the option of repurchasing their previous service.

***Member and Employer Contributions***

Member and employer contributions paid to NDPERS are set by statute and are established as a percent of salaries and wages. Member contribution rates are 7% and employer contribution rates are 7.12% of covered compensation. For members hired on or after January 1, 2020 member contribution rates are 7% and employer contribution rates are 8.26% of covered compensation

The member's account balance includes the vested employer contributions equal to the member's contributions to an eligible deferred compensation plan. The minimum member contribution is \$25 and the maximum may not exceed the following:

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1 to 12 months of service – Greater of one percent of monthly salary or \$25  
13 to 24 months of service – Greater of two percent of monthly salary or \$25  
25 to 36 months of service – Greater of three percent of monthly salary or \$25  
Longer than 36 months of service – Greater of four percent of monthly salary or \$25

***Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions***

At December 31, 2019, the Employer reported a liability of \$742,660 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Employer's proportion of the net pension liability was based on the Employer's share of covered payroll in the Main System pension plan relative to the covered payroll of all participating Main System employers. At June 30, 2019, the Employer's proportion was 0.063363 percent, which was an increase of 0.006021 from its proportion measured as of June 30, 2018.

For the year ended December 31, 2019, the Employer recognized pension expense of \$220,882. At December 31, 2019, the Employer reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 440	\$ (134,779)
Changes of assumptions	277,513	(238,269)
Net difference between projected and actual earnings on pension plan investments	12,939	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	266,679	-
Employer contributions subsequent to the measurement date	25,695	-
Total	<u>\$ 583,266</u>	<u>\$ (373,048)</u>

\$25,695 reported as deferred outflows of resources related to pensions resulting from Employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending December 31, 2020.

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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

**Year ending June 30:**

2020	\$	110,294
2021		90,138
2022		40,016
2023		(38,142)
2024		(17,783)

***Actuarial assumptions***

The total pension liability in the July 1, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation 2.50%

Salary increases

<b>Service At Beginning of Year</b>	<b>State Employee</b>	<b>Non-State Employee</b>
0	12.00%	15.00%
1	9.50%	10.00%
2	7.25%	8.00%
3		
4		
<b>Age</b>		
Under 30	7.25%	10.00%
30-39	6.50%	7.50%
40-49	6.25%	6.75%
50-59	5.75%	6.50%
60+	5.00%	5.25%

\*Age-based salary increase rates apply for employees with three or more years of service

Investment rate of return 7.50%, net of investment expenses

Cost-of-living adjustments None

For active members, inactive members and healthy retirees, mortality rates were based on the RP-2000 Combined Healthy Mortality Table set back two years for males and three years for females, projected generationally using the SSA 2014 Intermediate Cost scale from 2014. For disabled retirees, mortality rates were based on the RP-2000 Disabled Mortality Table set back one year for males (no setback for females) multiplied by 125%.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return

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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the Fund's target asset allocation are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic Equity	30%	6.25%
International Equity	21%	6.95%
Private Equity	7%	10.15%
Domestic Fixed Income	23%	2.11%
Global Real Assets	19%	5.41%

***Discount rate***

For PERS, GASB Statement No. 67 includes a specific requirement for the discount rate that is used for the purpose of the measurement of the Total Pension Liability. This rate considers the ability of the System to meet benefit obligations in the future. To make this determination, employer contributions, employee contributions, benefit payments, expenses and investment returns are projected into the future. The current employer and employee fixed rate contributions are assumed to be made in each future year. The Plan Net Position (assets) in future years can then be determined and compared to its obligation to make benefit payments in those years. In years where assets are not projected to be sufficient to meet benefit payments, which is the case for the PERS plan, the use of a municipal bond rate is required.

The Single Discount Rate (SDR) is equivalent to applying these two rates to the benefits that are projected to be paid during the different time periods. The SDR reflects (1) the long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits) and (2) a tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of this valuation, the expected rate of return on pension plan investments is 7.50%; the municipal bond rate is 3.13%; and the resulting Single Discount Rate is 7.50%.

***Sensitivity of the Employer's proportionate share of the net pension liability to changes in the discount rate***

The following presents the Employer's proportionate share of the net pension liability calculated using the discount rate of 7.50 percent, as well as what the Employer's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50 percent) or 1-percentage-point higher (8.50 percent) than the current rate:

	<u>1% Decrease 6.50%</u>	<u>Current Discount Rate 7.50%</u>	<u>1% Increase 8.50%</u>
Employer's proportionate share of the net pension liability	<u>\$ 1,064,815</u>	<u>\$ 742,660</u>	<u>\$ 471,994</u>

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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***Pension plan fiduciary net position***

Detailed information about the pension plan's fiduciary net position is available in the separately issued NDPERS financial report.

**NOTE 8      OTHER POST-RETIREMENT BENEFIT (OPEB) PLAN**

**General Information about the OPEB Plan**

***North Dakota Public Employees Retirement System***

The following brief description of NDPERS is provided for general information purposes only. Participants should refer to NDAC Chapter 71-06 for more complete information.

NDPERS OPEB plan is a cost-sharing multiple-employer defined benefit OPEB plan that covers members receiving retirement benefits from the PERS, the HPRS, and Judges retired under Chapter 27-17 of the North Dakota Century Code a credit toward their monthly health insurance premium under the state health plan based upon the member's years of credited service. Effective July 1, 2015, the credit is also available to apply towards monthly premiums under the state dental, vision and long-term care plan and any other health insurance plan. Effective August 1, 2019 the benefit may be used for any eligible health, prescription drug plan, dental, vision, or long term care plan premium expense. The Retiree Health Insurance Credit Fund is advance-funded on an actuarially determined basis.

Responsibility for administration of the NDPERS defined benefit OPEB plan is assigned to a Board comprised of nine members. The Board consists of a Chairman, who is appointed by the Governor; one member appointed by the Attorney General; one member appointed by the State Health Officer; three members elected by the active membership of the NDPERS system, one member elected by the retired public employees and two members of the legislative assembly appointed by the chairman of the legislative management.

**OPEB Benefits**

The employer contribution for the PERS, the HPRS and the Defined Contribution Plan is set by statute at 1.14% of covered compensation. The employer contribution for employees of the state board of career and technical education is 2.99% of covered compensation for a period of eight years ending October 1, 2015. Employees participating in the retirement plan as part-time/temporary members are required to contribute 1.14% of their covered compensation to the Retiree Health Insurance Credit Fund. Employees purchasing previous service credit are also required to make an employee contribution to the Fund. The benefit amount applied each year is shown as "*prefunded credit applied*" on the Statement of Changes in Plan Net Position for the OPEB trust funds. Beginning January 1, 2020, members first enrolled in the NDPERS Main System and the Defined Contribution Plan on or after that date will not be eligible to participate in RHIC. Therefore, RHIC will become for the most part a closed plan. There were no other benefit changes during the year.

Retiree health insurance credit benefits and death and disability benefits are set by statute. There are no provisions or policies with respect to automatic and ad hoc post-retirement benefit increases. Employees who are receiving monthly retirement benefits from the PERS, the HPRS,

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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
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the Defined Contribution Plan, the Chapter 27-17 judges or an employee receiving disability benefits, or the spouse of a deceased annuitant receiving a surviving spouse benefit or if the member selected a joint and survivor option are eligible to receive a credit toward their monthly health insurance premium under the state health plan.

Effective July 1, 2015, the credit is also available to apply towards monthly premiums under the state dental, vision and long-term care plan and any other health insurance plan. Effective August 1, 2019 the benefit may be used for any eligible health, prescription drug plan, dental, vision, or long term care plan premium expense. The benefits are equal to \$5.00 for each of the employee's, or deceased employee's years of credited service not to exceed the premium in effect for selected coverage. The retiree health insurance credit is also available for early retirement with reduced benefits.

***OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB***

At December 31, 2019, the Employer reported a liability of \$47,441 for its proportionate share of the net OPEB liability. The net OPEB liability was measured as of June 30, 2019, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of that date. The Employer's proportion of the net OPEB liability was based on the Employer's share of covered payroll in the OPEB plan relative to the covered payroll of all participating OPEB employers. At June 30, 2019 the Employer's proportion was 0.059066 percent, an increase of 0.005230 from its proportion measured as of June 30, 2018.

For the year ended December 31, 2019, the Employer recognized OPEB expense of \$9,092. At December 31, 2019, the Employer reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 1,173	\$ (1,482)
Changes of assumptions	5,654	-
Net difference between projected and actual earnings on OPEB plan investments	53	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	15,009	(410)
Employer contributions subsequent to the measurement date	4,114	-
Total	<u>\$ 26,003</u>	<u>\$ (1,892)</u>

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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

\$4,114 reported as deferred outflows of resources related to OPEB resulting from Employer contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ending December 31, 2020.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEBs will be recognized in OPEB expense as follows:

Year ending June 30:		
2020	\$	3,515
2021		3,515
2022		3,956
2023		3,875
2024		3,433
Thereafter		1,703

***Actuarial assumptions***

The total OPEB liability in the July 1, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increases	Not applicable
Investment rate of return	7.25%, net of investment expenses
Cost-of-living adjustments	None

For active members, inactive members and healthy retirees, mortality rates were based on the RP-2000 Combined Healthy Mortality Table set back two years for males and three years for females, projected generationally using the SSA 2014 Intermediate Cost scale from 2014. For disabled retirees, mortality rates were based on the RP-2000 Disabled Mortality Table set back one year for males (no setback for females) multiplied by 125%.

The long-term expected investment rate of return assumption for the RHIC fund was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of RHIC investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Estimates of arithmetic real rates of return, for each major asset class included in the RHIC's target asset allocation as of July 1, 2019 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Large Cap Domestic Equities	33%	6.00%
Small Cap Domestic Equities	6%	7.30%
Domestic Fixed Income	40%	2.07%
International Equities	21%	6.95%

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

***Discount rate***

The discount rate used to measure the total OPEB liability was 7.25%. The projection of cash flows used to determine the discount rate assumed plan member and statutory/Board approved employer contributions will be made at rates equal to those based on the July 1, 2018, and July 1, 2017, HPRS actuarial valuation reports. For this purpose, only employer contributions that are intended to fund benefits of current RHIC members and their beneficiaries are included. Projected employer contributions that are intended to fund the service costs of future plan members and their beneficiaries are not included. Based on those assumptions, the RHIC fiduciary net position was projected to be sufficient to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on RHIC investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

***Sensitivity of the Employer's proportionate share of the net OPEB liability to changes in the discount rate***

The following presents the net OPEB liability of the Plans as of June 30, 2019, calculated using the discount rate of 7.25%, as well as what the RHIC net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.25 percent) or 1-percentage-point higher (8.25 percent) than the current rate:

	<b>1% Decrease 6.25%</b>	<b>Current Discount Rate 7.25%</b>	<b>1% Increase 8.25%</b>
Employer's proportionate share of the net OPEB liability	\$ 60,552	\$ 47,441	\$ 36,218

***Pension plan fiduciary net position***

Detailed information about the pension plan's fiduciary net position is available in the separately issued NDPERS financial report.

**NOTE 9 CHARGES FOR SERVICES**

The District collects fees for the various programs and services it provides to the community. Charges for services revenue consists of the following programs:

Park rentals	\$ 12,502
Bunker concessions	140
Adult and youth recreation programs	38,011
Hillcrest Golf Course proshop	256,148
Wilson Arena	171,633
Two Rivers Activity Center membership	1,096,388
Two Rivers Activity Center aquatics	37,310
Two Rivers Activity Center learning center	323,300
Total charges for services	<u>\$ 1,935,432</u>

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

**NOTE 10 JAMESTOWN PUBLIC SCHOOL DISTRICT NO. 1 FACILITY AGREEMENT**

The District entered into a facility use agreement with Jamestown Public School District No. 1 (JPS) as of November 29, 2016. The parties agreed to exchange land ownership, resulting in a financial benefit to the District of approximately \$350,000. The District agreed to provide JPS access to the District's TRAC facility in an amount not to exceed \$350,000 as compensation for the conveyance of real property.

The District recognizes charges for services revenue and a corresponding credit for JPS' TRAC usage on the fund financial statements. On the government-wide financial statements, the District decreases unearned revenue liability for JPS' usage each year. For the year ended December, 31, 2019, fees for JPS use of TRAC facilities were \$13,266.

**NOTE 11 FACILITY AGREEMENTS**

The District has many agreements with various organizations for use of the District's facilities. Revenue terms differ by organization depending upon the organization's needs. Revenue is charged differently to the organizations as follows: fees paid are dependent upon the number of participants or the number of games, seasonal rental, monthly rental or rental based upon the organization's sales. The agreements terminate between March 2020 and February 2023. The estimated rental income to be received in future periods under those agreements that are fixed fees are as follows:

2020	\$	43,750
2021		15,000
2022		15,000
Total	\$	<u>73,750</u>

**NOTE 12 COMMITMENTS**

As of December 31, 2019, the District has an outstanding commitment of approximately \$276,500 for on-going construction of the Jack Brown Stadium bleacher project.

**NOTE 13 PUBLIC RISK POOL**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

The District participates in the North Dakota Insurance Reserve Fund (NDIRF), which provides liability coverage to the District.

The current policy has various deductibles. The NDIRF was established during 1986 to assist state agencies and political subdivisions within the State of North Dakota in obtaining liability insurance at reasonable rates. Each participating entity is entitled to one vote per \$1,000 of annual fund contribution, provided that each entity receives at least one vote and all fractions are rounded to the nearest whole vote. The NDIRF is governed by a 9-member board of directors that is elected by the participants in such a manner to ensure a cross-section from the various types of participating entities. Currently there are approximately 2,000 participating entities. To establish the fund, each entity was required to purchase a surplus note. The note

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

matured during 1991. The District receives conferment of benefits towards its insurance premiums as payment on the surplus note.

Also, when accumulated reserves exceed the actuarial estimated reserves, the excess may be distributed to the entities.

The District continues to carry commercial insurance for all other risks of loss, including workers compensation, auto insurance, employee health and accident insurance.

**NOTE 14 NEW ACCOUNTING PRONOUNCEMENTS**

GASB Statement No. 87, *Leases*, establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. This Statement requires recognition of certain lease assets and liabilities for leases that were previously classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. This Statement is effective for reporting periods beginning after June 15, 2021. Earlier application is encouraged.

GASB Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, establishes accounting requirements for interest cost incurred before the end of a construction period. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund. The requirements of this Statement are effective for reporting periods beginning after December 15, 2020. Earlier application is encouraged.

GASB Statement No. 91, *Conduit Debt Obligations*, provides a single method of reporting conduit debt obligations by issuers and eliminates diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement clarifies the existing definition of a conduit debt obligation; establishes that a conduit debt obligation is not a liability of the issuer; establishes standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improves required note disclosures. This Statement also addresses arrangements—often characterized as leases—that are associated with conduit debt obligations. The requirements of this Statement are effective for reporting periods beginning after December 15, 2021. Earlier application is encouraged.

GASB Statement No. 92, *Omnibus 2020*, provides additional guidance to improve consistency of authoritative literature by addressing practice issues identified during the application of certain GASB statements. This statement provides accounting and financial reporting requirements for specific issues related to leases, intra-entity transfers of assets, postemployment benefits, government acquisitions, risk financing and insurance-related activity

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

of public entity risk pools, fair value measurements and derivative instruments. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021. Earlier application is encouraged.

GASB Statement No. 93, *Replacement of Interbank Offered Rates*, provides guidance to address accounting and financial reporting implications that result from the replacement of an interbank offered rate (IBOR), most notable, the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates, by either changing the reference rate or adding or changing fallback provisions related to the reference rate. This statement provides exceptions and clarifications regarding hedging derivative instruments for such transactions that result from the replacement of IBOR. The requirements of this Statement, except for paragraph 11b, are effective for reporting periods beginning after June 15, 2020. The requirement in paragraph 11b is effective for reporting periods ending after June 15, 2021. Earlier application is encouraged.

GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, improves financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs) and also provides guidance for accounting and financial reporting for availability payment arrangements (APAs). The statement provides definitions of PPPs and APAs and provides uniform guidance on accounting and financial reporting for transactions that meet those definitions. A PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. An APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. Earlier application is encouraged.

GASB Statement No. 96, *Subscription-Based Information Arrangements* provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs). A SBITA is defined as a contract that conveys control of the right to use another party's (a SBITA vendor's) information technology (IT) software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction. Under this Statement, a government generally should recognize a right-to use subscription asset—an intangible asset—and a corresponding subscription liability. The requirements of this Statement will improve financial reporting by establishing a definition for SBITAs and providing uniform guidance for accounting and financial reporting for transactions that meet that definition. The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. Earlier application is encouraged.

GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement*

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**DECEMBER 31, 2019**

No. 32 provides additional guidance for determining whether a primary government is financially accountable for a potential component unit. This Statement requires that the financial burden criterion in paragraph 7 of Statement No. 84, *Fiduciary Activities*, be applicable to only defined benefit pension plans and defined benefit OPEB plans that are administered through trusts that meet the criteria in paragraph 3 of Statement No. 67, *Financial Reporting for Pension Plans*, or paragraph 3 of Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, respectively. This Statement (1) requires that a Section 457 plan be classified as either a pension plan or an other employee benefit plan depending on whether the plan meets the definition of a pension plan and (2) clarifies that Statement 84, as amended, should be applied to all arrangements organized under IRC Section 457 to determine whether those arrangements should be reported as fiduciary activities. The requirements of this Statement that (1) exempt primary governments that perform the duties that a governing board typically performs from treating the absence of a governing board the same as the appointment of a voting majority of a governing board in determining whether they are financially accountable for defined contribution pension plans, defined contribution OPEB plans, or other employee benefit plans and (2) limit the applicability of the financial burden criterion in paragraph 7 of Statement 84 to defined benefit pension plans and defined benefit OPEB plans that are administered through trusts that meet the criteria in paragraph 3 of Statement 67 or paragraph 3 of Statement 74, respectively, are effective immediately. The requirements of this Statement that are related to the accounting and financial reporting for Section 457 plans are effective for fiscal years beginning after June 15, 2021.

Management has not yet determined the effect these Statements will have on the District's financial statements.

**NOTE 15 SUBSEQUENT EVENTS**

On March 11, 2020, the World Health Organization declared COVID-19 a global pandemic. Federal, state and local governments have since implemented various restrictions on travel, public gatherings, and business operations. Restrictions and government social distancing recommendations have significantly impacted the activities of the District. While the District expects this matter to negatively impacts its results of operations and financial condition, the extend of the impact is uncertain. In October 2020, the District received approximately \$35,000 passed through the City of Jamestown from CARES Act grants.

In February 2020, the District entered into a capital lease for the purchase of 25 golf carts totaling approximately \$110,000.

The Board approved construction contracts of approximately \$2,350,000 for the construction of the Splash Pad.

Subsequent events have been evaluated through December 29, 2020, which is the date these financial statements were available to be issued.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**BUDGETARY COMPARISON SCHEDULE – GENERAL FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

	Original and Final Budget	Actual Amounts	Variance - Favorable (Unfavorable)
<b>REVENUES</b>			
Taxes	\$ 1,520,000	\$ 1,339,428	\$ (180,572)
Intergovernmental	286,400	338,033	51,633
Charges for services	1,577,255	1,941,590	364,335
Investment earnings	1,050	1,474	424
Grants	10,000	25,954	15,954
Leases	22,000	14,678	(7,322)
Donations	500	1,212	712
Total revenues	<u>3,417,205</u>	<u>3,662,369</u>	<u>245,164</u>
<b>EXPENDITURES</b>			
Park operations	921,672	1,018,137	(96,465)
Recreation	2,144,064	2,664,332	(520,268)
Debt service	154,425	233,258	(78,833)
Total expenditures	<u>3,220,161</u>	<u>3,915,727</u>	<u>(695,566)</u>
Excess revenue over (under) expenditures	<u>197,044</u>	<u>(253,358)</u>	<u>(450,402)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Proceeds from long-term debt	-	183,000	183,000
Net change in fund balances	197,044	(70,358)	(267,402)
Fund balance - January 1, as originally stated	3,855,092	3,855,092	-
Prior period adjustments - see note 2	(3,260,339)	(3,260,339)	-
Fund balance - January 1, restated	<u>594,753</u>	<u>594,753</u>	-
Fund balances - end of year	<u>\$ 791,797</u>	<u>\$ 524,395</u>	<u>\$ (267,402)</u>

See Notes to the Required Supplementary Information

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**BUDGETARY COMPARISON SCHEDULE – SPECIAL ASSESSMENTS FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

	Original and Final Budget	Actual Amounts	Variance - Favorable (Unfavorable)
<b>REVENUES</b>			
Taxes	\$ 90,000	\$ 87,221	\$ (2,779)
Investment earnings	-	826	826
Total revenues	<u>90,000</u>	<u>88,047</u>	<u>(1,953)</u>
<b>EXPENDITURES</b>			
Debt service	<u>90,000</u>	<u>80,006</u>	<u>9,994</u>
Excess revenue over (under) expenditures	-	8,041	8,041
Fund balances - beginning of year	<u>56,794</u>	<u>56,794</u>	<u>-</u>
Fund balances - end of year	<u>\$ 56,794</u>	<u>\$ 64,835</u>	<u>\$ 8,041</u>

See Notes to the Required Supplementary Information

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**SCHEDULE OF EMPLOYER'S PROPORTIONATE SHARE OF NET PENSION LIABILITY**  
**LAST 10 FISCAL YEARS\***

	Employer's proportion of the net pension <u>liability (asset)</u>	Employer's proportionate share of the net pension <u>liability (asset)</u>	Employer's covered- employee <u>payroll</u>	Employer's proportionate share of the net pension liability (asset) as a percentage of its covered- <u>employee payroll</u>	Plan fiduciary net position as a percentage of the total pension <u>liability</u>
2019	0.063363%	\$ 742,660	\$ 659,087	112.68%	71.66%
2018	0.057342%	613,284	589,088	104.11%	63.53%
2017	0.034016%	546,749	347,250	157.45%	61.98%
2016	0.013450%	91,458	119,821	76.33%	77.15%
2015	0.010741%	68,175	90,472	75.35%	77.70%

\*Complete data for these schedules is not available prior to 2015.

**SCHEDULE OF EMPLOYER'S PROPORTIONATE SHARE OF NET OPEB LIABILITY**  
**LAST 10 FISCAL YEARS\***

	Employer's proportion of the net OPEB <u>liability (asset)</u>	Employer's proportionate share of the net OPEB <u>liability (asset)</u>	Employer's covered- employee <u>payroll</u>	Employer's proportionate share of the net OPEB liability (asset) as a percentage of its covered- <u>employee payroll</u>	Plan fiduciary net position as a percentage of the total OPEB <u>liability</u>
2019	0.059066%	\$ 47,441	\$ 659,087	7.20%	63.13%
2018	0.053836%	42,400	589,088	7.20%	61.89%
2017	3.209800%	25,486	347,250	7.34%	59.78%

\*Complete data for these schedules is not available prior to 2017.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**SCHEDULE OF EMPLOYER PENSION CONTRIBUTIONS**  
**LAST 10 FISCAL YEARS\***

	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered- employee payroll	Contributions as a percentage of covered-employee payroll
2019	\$ 49,700	\$ (49,700)	\$ -	\$ 698,033	7.12%
2018	41,943	(41,943)	-	589,088	7.12%
2017	24,724	(24,724)	-	347,250	7.12%
2016	8,531	(8,531)	-	119,821	7.12%
2015	6,442	(6,442)	-	90,472	7.12%

\*Complete data for these schedules is not available prior to 2015.

**SCHEDULE OF EMPLOYER OPEB CONTRIBUTIONS**  
**LAST 10 FISCAL YEARS\***

	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered- employee payroll	Contributions as a percentage of covered-employee payroll
2019	\$ 7,958	\$ (7,958)	\$ -	\$ 698,033	1.14%
2018	6,716	(6,716)	-	589,088	1.14%
2017	3,959	(3,959)	-	347,250	1.14%

\*Complete data for these schedules is not available prior to 2017.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**DECEMBER 31, 2019**

**NOTE 1        BUDGETS AND BUDGETARY ACCOUNTING**

On or before September 30 of each year, a budget is prepared for the subsequent year. The budget is prepared by fund, function and activity, and includes information on the past year, current year estimates and requested appropriations for the next year. All annual appropriations lapse at fiscal year end.

Before October 1, the proposed budget is presented to the Park District's commissioners for review. The Park District holds public hearings and may add to, subtract from or change appropriations, but may not change the form of the budget. Any changes in the budget must be within the revenues and reserves estimated as available or the revenue estimates must be changed by an affirmative vote of a majority of the commissioners. The final budget is adopted by October 1, and a copy is submitted to the county auditor by October 10.

**NOTE 2        BUDGETARY BASIS OF ACCOUNTING**

To provide a meaningful comparison of the District's actual results compared to the budgeted results, the Budgetary Comparison Schedule – General Fund and Special Assessments Fund are prepared on the District's budgetary basis. Under the District's budgetary basis of accounting, revenues and expenses are budgeted on the cash basis of accounting.

The General Fund and special revenue funds adopt budgets before the start of each calendar year. No budgetary information is shown for non-major funds.

**Budgeted Inflows and Outflows**

Listed below is a reconciliation between the revenues and expenditures as presented in the District's Statement of Revenues, Expenditures, and Changes in Fund Balance and the budgetary inflows and outflows presented in the Budgetary Comparison Schedule for the General Fund. There were no reconciling items for the Special Assessments Fund.

**Sources / Inflows of Resources**

Actual revenues (budgetary basis) presented on the Budgetary Comparison Schedule.	\$ 3,662,369
Differences - budget to GAAP:	
Net effect of December 31, 2018 and 2019 revenue recorded when measurable and available on the revenue statement but not recorded as revenue on the budget statement until collected.	<u>(6,158)</u>
Total revenues as reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances - General Fund	<u>\$ 3,656,211</u>

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION - CONTINUED**  
**DECEMBER 31, 2019**

**Uses / Outflows of Resources**

Actual expenditures (budgetary basis) presented on the Budgetary Comparison Schedule	\$ 3,915,727
Differences - budget to GAAP:	
Net effect of December 31, 2018 and 2019 liabilities that are paid from "available resources" and are recognized as an expenditure when the obligation is incurred on the revenue statement but not recorded on the budget statement until paid.	<u>(149,154)</u>
Total expenditures as reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances - General Fund	<u>\$ 3,766,573</u>

**NOTE 3      EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

For the year ended December 31, 2019, expenditures exceeded appropriations in the general fund by \$695,566.

**NOTE 4      NORTH DAKOTA PUBLIC EMPLOYEES RETIREMENT SYSTEM**

**Pension**

***Changes of benefit terms***

The interest rate earned on member contributions will decrease from 7.25 percent to 7.00 percent effective January 1, 2020 (based on the adopted decrease in the investment return assumption). New Main System members who are hired on or after January 1, 2020 will have a benefit multiplier of 1.75 percent (compared to the current benefit multiplier of 2.00 percent). The fixed employer contribution for new members of the Main System will increase from 7.12 percent to 8.26 percent. For members who terminate after December 31, 2019, final average salary is the higher of the final average salary calculated on December 31, 2019 or the average salary earned in the three highest periods of twelve consecutive months employed during the last 180 months of employment. There have been no other changes in plan provisions since the previous actuarial valuation as of July 1, 2018.

***Changes of assumptions***

The Board approved the following changes to the actuarial assumptions beginning with the July 1, 2019 valuation:

- The investment return assumption was lowered from 7.75% to 7.50%

All other actuarial assumptions and the actuarial cost method are unchanged from the last actuarial valuation as of July 1, 2018.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION - CONTINUED**  
**DECEMBER 31, 2019**

**OPEB**

***Changes of benefit terms***

Beginning January 1, 2020, members first enrolled in the NDPERS Main System and the Defined Contribution Plan on or after that date will not be eligible to participate in RHIC. Therefore, RHIC will become for the most part a closed plan. There have been no other changes in plan provisions since the previous actuarial valuation as of July 1, 2018.

***Changes of assumptions***

The Board approved the following changes to the actuarial assumptions beginning with the July 1, 2019 valuation:

- The investment return assumption was lowered from 7.50% to 7.25%

All other actuarial assumptions and the actuarial cost method are unchanged from the last actuarial valuation as of July 1, 2018.

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

To the Board of Park Commissioners  
Jamestown Parks and Recreation District  
Jamestown, North Dakota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the Jamestown Parks and Recreation District, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Jamestown Parks and Recreation District's basic financial statements and have issued our report thereon dated December 29, 2020. Our opinion was disclaimed on the governmental activities because management has not reported their proportionate share of the net pension liability and related deferred inflows / outflows of the Retirement Plan for the City of Jamestown.

## **Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

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

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies described in the accompanying schedule of findings and responses as items 2019-001 through 2019-004 to be material weaknesses.

A *significant deficiency* is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompany schedule of findings and responses as item 2019-005 to be a significant deficiency.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and responses as items 2019-006 and 2019-007.

### **Jamestown Parks and Recreation District's Responses to Findings**

Jamestown Parks and Recreation District's responses to the findings identified in our audit are described in the accompanying schedule of findings and responses. The District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

### **Purpose of this Report**

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



**BRADY, MARTZ & ASSOCIATES, P.C.**  
**BISMARCK, NORTH DAKOTA**

December 29, 2020

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**SCHEDULE OF FINDINGS AND RESPONSES**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

**2019-001 – Preparation of Financial Statements – Material Weakness**

**Criteria**

An appropriate system of internal control requires the entity to prepare financial statements in compliance with accounting principles generally accepted in the United States of America.

**Condition**

The District's personnel prepare periodic financial information for internal use that meets the needs of management and the board. However, the District currently does not prepare financial statements, including accompanying note disclosures, as required by accounting principles generally accepted in the United States of America. The District has elected to have the auditors assist in the preparation of the financial statements and notes.

**Cause**

The District elected to not allocate resources for the preparation of the basic financial statements.

**Effect**

There is an increased risk of material misstatement to the District's financial statements.

**Recommendation**

We recommend the District consider the additional risk of having the auditors assist in the preparation of the basic financial statements and note disclosures and to consider preparing them in the future. As a compensating control, the District should establish an internal control policy to document the annual review of the financial statements and schedules and to review a financial statement disclosure checklist.

**Views of Responsible Official and Planned Corrective Actions**

At this time, it would not be cost effective to bring on another employee to free up time for the accountant to complete these tasks. If growth continues and more of a need is presented, it will be reviewed again at that time.

**2019-002 – Proposition of Journal Entries – Material Weakness**

**Criteria**

The District is required to maintain internal controls at a level where underlying support for general ledger accounts can be developed and a determination can be made that the general ledger accounts are properly reflected in accordance with GAAP.

**Condition**

During our audit, adjusting entries to the financial statements were proposed in order to properly reflect the financial statements in accordance with GAAP.

**Cause**

The District's internal controls have not been designed to address the specific training needs required of its personnel to identify the adjustments necessary to properly reflect the financial statements in accordance with GAAP.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**SCHEDULE OF FINDINGS AND RESPONSES - CONTINUED**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

**Effect**

The District's financial statements were materially misstated prior to adjustments detected as a result of audit procedures.

**Recommendation**

Accounting personnel will need to determine the proper balance in each general ledger account prior to the audit.

**Views of Responsible Officials and Planned Corrective Actions**

The business manager will review internal records and determine the proper balance in each general ledger account prior to audit fieldwork each year.

**2019-003 – Segregation of Duties – Material Weakness**

**Criteria**

A proper system of internal control has the proper segregation of duties between authorization, custody, record keeping and reconciliation.

**Condition**

There is not a system in place for accounting duties to be properly segregated between authorization, custody, record keepings and reconciliation.

**Cause**

The District is subject to size and budget constraints limiting the number of personnel within the accounting department.

**Effect**

The design of internal control over financial reporting could adversely affect the ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements.

**Recommendation**

The District' current structure does not allow for proper segregation of duties to assure adequate internal control over financial reporting. The board should constantly be aware of this condition. Compensating controls that mitigate the related risks could be (or are) provided through appropriate oversight of the performance of these functions and review of the financial reports by individuals with knowledge of current operations and accounting principles.

**Views of Responsible Officials and Planned Corrective Actions**

It is not cost effective to have multiple staff to segregate duties. All bills will be presented to the Board monthly for approval and all financial reports and General Fund cash balances will be reviewed at each meeting.

**2019-004 – Time Keeping Software Discrepancies– Material Weakness**

**Criteria**

A proper time keeping software should consistently calculate employees' hours worked.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**SCHEDULE OF FINDINGS AND RESPONSES - CONTINUED**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

**Condition**

During payroll transactions testing, we noted 9 of 10 employees selected for testing had inconsistencies with the rounding of hours worked. It was discovered the District's time keeping software is not consistently rounding employees' hours worked, which resulted in a net underpayment of \$14.97. The one employee that did not have errors discovered during testing had paper filed their time.

**Cause**

The District's time keeping software inconsistently rounds hours worked. The District has not properly implemented its controls over payroll as this error was not detected prior to the audit.

**Effect**

The sample tested resulted in a net underpayment to nine employees of \$14.97 for one pay period.

**Recommendation**

The District should work with the time keeping software's provider to ensure it is consistently rounding employees' hours worked. Internal controls designed for proper payroll processing should be properly implemented and executed by District personnel.

**Views of Responsible Officials and Planned Corrective Actions**

The District will purchase new time management software that will be implemented in early 2021.

**2019-005 – Payroll Approval – Significant Deficiency**

**Criteria**

The District's design of internal controls over payroll include the approval of time cards by designated personnel.

**Condition**

During our testing of ten payroll transactions, we noted two instances where time cards were not approved.

**Cause**

District personnel did not properly implement the internal controls designed for payroll processing.

**Effect**

Unapproved expenditures could be incurred by the District.

**Recommendation**

The District should ensure internal controls designed are properly implemented and executed.

**Views of Responsible Officials and Planned Corrective Actions**

The District will purchase new time management software that will be implemented in early 2021.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**SCHEDULE OF FINDINGS AND RESPONSES - CONTINUED**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

**2019-006 – Bond Proceeds – North Dakota Century Code (NDCC) Compliance**

**Criteria**

NDCC 21-03-38.1 requires bond proceeds issued for a specific purpose to be spent within three years after the date of issuance. After three years, any remaining funds may be (1) transferred to a sinking fund of the bond issue in the amount equal to the principal outstanding and interest requirements, (2) transferred to other debt sinking funds upon two-thirds vote of the board, or (3) used for some other purpose upon approval of the majority vote of quantified electors.

**Condition**

During our debt testing, it was noted golf bond proceeds from the 2015 issuance have not been spent and are currently being expended on golf course expenditures and other repairs and maintenance type expenses.

**Cause**

The District was not aware of the North Dakota Century Code requirements regarding bonds.

**Effect**

The District is not in compliance with NDCC 21-03-38.1 and may be required to return unspent bond proceeds.

**Recommendation**

We recommend the District discontinue spending unspent bond proceeds and either transfer the money to sinking funds as noted in NDCC 21-03-38.1 or seek approval by the qualified electors to continue spending the money on golf course expenditures and repairs.

**Views of Responsible Officials and Planned Corrective Actions**

The District will seek legal counsel on the use of the unspent bond proceeds and resolve the finding during the year ending December 31, 2021.

**2019-007 – Sales Tax Fund – North Dakota Century Code (NDCC) Compliance**

**Criteria**

NDCC 21-03-38 requires bond proceeds to be used for a specific purpose be accounted for in a fund, separate from all other funds.

**Condition**

During our debt testing, it was noted the District did not report a fund for the sales tax proceeds related to the Two Rivers Activity Center bonds. The District currently relies on statements provided by financing bank to determine the amount of sales tax received, payments made on the bonds, and remaining fund balance.

**Cause**

Sales tax proceeds are automatically deposited with the financing bank and applied to principal and interest when approved by the District's board. The District was unaware of the requirement to report this fund on its financial statements.

**JAMESTOWN PARKS AND RECREATION DISTRICT**  
**SCHEDULE OF FINDINGS AND RESPONSES - CONTINUED**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

**Effect**

The District is not in compliance with NDCC 21-03-38 and its financial statements were materially misstated prior to adjustments proposed by its auditors.

**Recommendation**

We recommend the District account for the sales tax proceeds and related principal and interest payments in a fund separate from any other fund.

**Views of Responsible Officials and Planned Corrective Actions**

The District receives monthly financial reports from the Bank of North Dakota, which include all activity relating to the receipts of the city sales tax and the principal and interest payments on the Two Rivers Activity Center bonds. These reports are reviewed by management and the Board monthly, and provide adequate information for the District to properly evaluate the fund balance of the City Sales Tax fund. The District will ensure that adequate support to record the City Sales Tax fund is provided to its auditors prior to the beginning of each audit to assist the auditors in preparing the District's financial statements."