

CITY OF MILNOR
MILNOR, NORTH DAKOTA

FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2021

CITY OF MILNOR
Table of Contents

	Page

City Officials	1
Independent Auditor's Report	2-4
BASIC FINANCIAL STATEMENTS	
Statement of Net Assets	5
Statement of Activities	6
Balance Sheet- Governmental Funds	7
Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Assets	8
Statement of Revenues, Expenditures and Changes in Fund Balances- Governmental Funds	9
Reconciliation of Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities	10
Statement of Net Assets- Proprietary Funds	11
Statement of activities- Proprietary Funds	12
Statement of Cash Flows	13
Notes to Combined Financial Statement	14-24

CITY OF MILNOR
LIST OF OFFICIALS
DECEMBER 31, 2021

CITY COUNCIL

Office

Terry Dusek
Curtis Anderson
Eric Hoff
Nanette Severson
Merril Decker
Charles Faber
Monty Haugen

Mayor

EMPLOYEES:

Jennie Hanna

City Auditor

Harold J. Rotunda
Certified Public Accountant
INDEPENDENT AUDITOR'S REPORT

To the Governing Board
City of Milnor
Milnor, North Dakota

Opinion

I have audited the accompanying modified cash basis financial statements of the governmental activities, business-type activities and each major fund of the City of Milnor, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the City of Milnor's basic financial statements as listed in the table of contents.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, business-type activities and each major fund of the City of Milnor as of December 31, 2021, and the respective changes in modified cash basis financial position and the cash flows, where applicable, for the year then ended, in accordance with the modified cash basis of accounting as described in Note 1.

Basis for Opinions

I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of City of Milnor and to meet my other ethical responsibilities in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Emphasis of Matter-Basis of Accounting

I draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. My opinion is not modified with respect to that matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting, this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, I:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 City of Milnor's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation in the financial statements.
- Conclude whether, in my judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Milnor's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.

Other Matters

Other information

Management is responsible for the other information included in the annual report. The other information comprises the roster of officials but does not include the basic financial statements and my auditor's report thereon. My opinions on the basic financial statements do not cover the other information, and I do not express an opinion or any form of assurance thereon.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, I have also issued reports dated May 2, 2023, on my considerations of the City's internal control over financial reporting and on my 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 my 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 City'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 City's internal control over financial reporting and compliance.

Fargo, North Dakota
May 2, 2023

CITY OF MILNOR
STATEMENT OF NET POSITION- MODIFIED CASH BASIS
DECEMBER 31, 2021

	Governmental Activities	Business-type Activities	Total
ASSETS			
Current assets:			
Cash and investments	1,575,387.63	330,149.38	1,905,537.01
Non-current assets:			
Capital assets (net of accumulated de	2,478,718.17	109,180.08	2,587,898.25
Total Assets	4,054,105.80	439,329.46	4,493,435.26
LIABILITIES			
Current liabilities:			
Non-current liabilities			
Due within one year:			
Bonds payable	208,066.38		208,066.38
Notes payable	5,504.00		5,504.00
Due after one year:			-
Bonds payable	2,352,022.73		2,352,022.73
Notes payable	70,764.61		70,764.61
Total liabilities	2,636,357.72	-	2,636,357.72
NET POSITION			
Net investment capital assets	(157,639.55)	109,180.08	(48,459.47)
Restricted for:			-
Capital projects	10,690.23		10,690.23
Debt service	926,263.01		926,263.01
Highways and streets	18,045.45		18,045.45
Economic development	333,156.50		333,156.50
Unrestricted	287,232.44	330,149.38	617,381.82
Total net position	1,417,748.08	439,329.46	1,857,077.54

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

CITY OF MILNOR
STATEMENT OF ACTIVITIES- MODIFIED CASH BASIS
YEAR ENDED DECEMBER 31, 2021

		Program Revenues			Revenue & Changes in Net Position
	Expenses	Charges for Services	Operating grants and Contributions	Capital grants and Contributions	Governmental Activities
Governmental activities:					
General government	390,262.95	56,692.87			(333,570.08)
Public safety	29,961.26				(29,961.26)
Highways and streets	396,614.44		51,337.87		(345,276.57)
Economic development	62,452.84				(62,452.84)
					-
Debt service	49,295.07			294,941.33	245,646.26
					-
Total Governmental Activities	928,586.56	56,692.87	51,337.87	294,941.33	(525,614.49)
Business-type activities					
Water	107,142.67	125,967.62			18,824.95
Sewer	75,242.70	59,376.92			(15,865.78)
Garbage	92,240.97	93,088.42			847.45
Reserve					-
					-
					-
					-
					-
					-
Total Business-type activities	274,626.34	278,432.96	-	-	3,806.62
Total	1,203,212.90	335,125.83	51,337.87	294,941.33	(521,807.87)
Net expense	Governmental (525,614.49)	Business-type 3,806.62	Total (521,807.87)		
General Revenues					
Property taxes	128,114.37		128,114.37		
Sales taxes	179,276.23		179,276.23		
Intergovernmental	287,352.30	-	287,352.30		
Interest income	1,343.10	140.36	1,483.46		
Other revenue	200,446.45	9,177.54	209,623.99		
Total general revenues	796,532.45	9,317.90	805,850.35		-
Transfers in (out)	-	-	-		
Change in Net Position	270,917.96	13,124.52	284,042.48		-
Net Position- January 1	1,146,830.12	426,204.94	1,573,035.06		
Net Position- December 31	1,417,748.08	439,329.46	1,857,077.54		-

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

CITY OF MILNOR
BALANCE SHEET- GOVERNMENTAL FUNDS- MODIFIED CASH BASIS
DECEMBER 31, 2021

	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	TOTAL GOVERNMENTAL FUNDS
ASSETS					
Cash and investments	108,543.53	529,891.23	926,263.01	10,690.23	1,575,388.00
Total Assets	108,543.53	529,891.23	926,263.01	10,690.23	1,575,388.00
LIABILITIES					
Total liabilities	-	-	-	-	-
FUND BALANCE					
Restricted for					-
Capital projects				10,690.23	10,690.23
Debt service			926,263.01		926,263.01
Highways and streets		18,045.45			18,045.45
Economic development		333,156.50			333,156.50
Assigned for General Government		178,689.28			178,689.28
Unassigned	108,543.53	-			108,543.53
Total fund balance	108,543.53	529,891.23	926,263.01	10,690.23	1,575,388.00
Total liabilities and fund balance	108,543.53	529,891.23	926,263.01	10,690.23	1,575,388.00

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

CITY OF MILNOR
RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE
SHEET TO THE STATEMENT OF NET POSITION
DECEMBER 31, 2021

Total Fund Balances for Governmental Funds	1,575,388.00
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Total net position reported for governmental activities in the statement of net assets is different because:

Capital assets used in governmental activities are not financial resources and are not reported in governmental funds

Cost of capital assets	4,748,637.62	
Less accumulated depreciation	2,269,919.45	
Net capital assets		2,478,718.17

Long-term liabilities applicable to the District's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities- both current and long-term are reported in the statement of net assets. Balances at year end are:

Bonds Payable	(1,660,000.00)
IRF Notes Payable	(900,089.11)
Notes Payable	(76,268.61)

Total Net Position of Governmental Activities	1,417,748.45
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The accompanying notes are an integral part of these financial statements.

CITY OF MILNOR
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES- GOVERNMENTAL FUNDS- MODIFIED CASH BASIS
YEAR ENDED DECEMBER 31, 2021

	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	TOTAL GOVERNMENTAL FUNDS
Property taxes	80,005.29	36,847.48	11,261.60		128,114.37
Sales taxes		179,276.23			179,276.23
Special Assessments		-	293,770.33	1,171.00	294,941.33
Intergovernmental	59,546.26	279,143.91	-	-	338,690.17
Interest	386.86	31.19	911.08	13.97	1,343.10
Charges for services		14,955.58			14,955.58
Other	122,628.95	119,554.79	-	-	242,183.74
Total Revenues	262,567.36	629,809.18	305,943.01	1,184.97	1,199,504.52
Current:					
General government	216,480.26	168,209.78			384,690.04
Public safety	21,292.08	8,669.18			29,961.26
Highways and streets		97,263.98			97,263.98
Economic development		62,452.84			62,452.84
Capital outlays		241,733.25	-	-	241,733.25
Debt Service					
Principal	5,572.91	-	265,000.00	27,039.73	297,612.64
Interest expense			35,861.84	19,006.14	54,867.98
Total Expenditures	243,345.25	578,329.03	300,861.84	46,045.87	1,168,581.99
Excess revenues (expenditures)	19,222.11	51,480.15	5,081.17	(44,860.90)	30,922.53
Other Financing Sources (Uses):					
Transfers in				46,045.87	46,045.87
Transfers out		(46,045.87)			(46,045.87)
Bond proceeds					-
Total other financing sources and uses	-	(46,045.87)	-	46,045.87	-
Net change in fund balances	19,222.11	5,434.28	5,081.17	1,184.97	30,922.53
Fund balance- beginning	89,321.42	524,456.95	921,181.84	9,505.26	1,544,465.47
Fund balance- ending	108,543.53	529,891.23	926,263.01	10,690.23	1,575,388.00

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

CITY OF MILNOR
 RECONCILIATION OF GOVERNMENTAL STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES
 YEAR ENDED DECEMBER 31, 2021

Net Change in Fund Balances- Total Governmental Funds	30,922.53
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The change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current year.

Current year capital outlay	140,662.17	
Current year depreciation expense	198,279.38	(57,617.21)

Repayment of long-term debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.

Bonds Payable	265,000.00
IRF Notes Payable	27,039.73
Notes Payable	5,572.91
Contract payable	

Change in Net Position of Governmental Activities	270,917.96
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The accompanying notes are an integral part of these financial statements.

CITY OF MILNOR
STATEMENT OF NET POSITION- MODIFIED CASH BASIS
PROPRIETARY FUNDS
DECEMBER 31, 2021

	Water & Sewer	Sanitation	Total
ASSETS			
Cash and investments	328,158.24	1,991.14	330,149.38
Capital assets (net of accumulated depreciation)	109,180.08	-	109,180.08
Total Assets	437,338.32	1,991.14	439,329.46
LIABILITIES			
NET POSITION			
Net investment in capital assets	109,180.08	-	109,180.08
Restricted for:	-	-	
Capital projects	-	-	
Debt service	-	-	
Unrestricted	328,158.24	1,991.14	330,149.38
Total net position	437,338.32	1,991.14	439,329.46

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

CITY OF MILNOR
STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION- MODIFIED CASH BASIS
PROPRIETARY FUNDS
YEAR ENDED DECEMBER 31, 2021

	Water & Sewer	Sanitation	Total
OPERATING REVENUE			
Charges for services	185,344.54	93,088.42	278,432.96
OPERATING EXPENSES			
Salaries and benefits	44,040.98	22,020.09	66,061.07
Payroll taxes	22,454.32	-	22,454.32
Professional fees	11,732.08	-	11,732.08
Contract services	-	69,677.75	69,677.75
Electricity	7,992.66	-	7,992.66
Supplies	9,513.10	-	9,513.10
Repairs and maintenance	26,690.71	-	26,690.71
Office expense	3,554.77	543.13	4,097.90
Purchased water	50,550.00	-	50,550.00
Miscellaneous	4,188.25	-	4,188.25
Depreciation	1,668.50	-	1,668.50
Total operating expenses	182,385.37	92,240.97	274,626.34
Operating income (loss)	2,959.17	847.45	3,806.62
NON-OPERATING REVENUE (EXPENSE)			
Bond proceeds	-	-	-
Interest income	140.36	-	140.36
Grant income	-	-	-
Interest expense	-	-	-
Capital outlay	-	-	-
Other	9,177.54	-	9,177.54
Total non-operating rev (exp)	9,317.90	-	9,317.90
Income (loss) before transfers	18,495.44	-	13,124.52
Transfers in	-	-	-
Transfers out	-	-	-
Change in net position	12,277.07	847.45	13,124.52
Net Position- January 1	425,061.25	1,143.69	426,204.94
Net Position- December 31	437,338.32	1,991.14	439,329.46

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

CITY OF MILNOR
STATEMENT OF CASH FLOWS- MODIFIED CASH BASIS
PROPRIETARY FUNDS
YEAR ENDED DECEMBER 31, 2021

	Water & Sewer	Sanitation	Total
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers	185,344.54	93,088.42	278,432.96
Payments to suppliers	(136,675.89)	(70,220.88)	(206,896.77)
Payments to employees	(44,040.98)	(22,020.09)	(66,061.07)
Other receipts	9,317.90	-	9,317.90
Net cash provided by (used in) operating activities	13,945.57	847.45	14,793.02
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Transfers to other funds	-	-	-
Transfers from other funds	-	-	-
Net cash provided by (used in) noncapital financing activities	-	-	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Purchase of capital assets	(97,500.58)	-	(97,500.58)
Principal paid on capital debt	-	-	-
Interest paid on capital debt	-	-	-
Debt proceeds	-	-	-
Net cash provided by (used in) capital and related financing activities	(97,500.58)	-	-
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest and dividends	-	-	-
Net cash provided by (used in) investing activities	-	-	-
Net increase (decrease) in cash and cash equivalents	(83,555.01)	847.45	(82,707.56)
Balance- beginning of year	411,713.25	1,143.69	412,856.94
Balance- end of year	328,158.24	1,991.14	330,149.38
Reconciliation of operating income (loss) to net cash provided by operating activities:			
Operating income (loss)	2,959.17	847.45	3,806.62
Adjustments to reconcile operating income to net cash provided (used) by operating activities:			-
Depreciation expense	1,668.50		1,668.50
Miscellaneous receipts (expense)	9,317.90	-	9,317.90
Net cash provided by operating activities	13,945.57	847.45	14,793.02

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

CITY OF MILNOR
MILNOR, NORTH DAKOTA

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City of Milnor (City) have been prepared on the modified cash basis of accounting. The modified cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). 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 City's accounting policies are described below.

A. Reporting Entity

The accompanying financial statements present the activities of the City. The City has considered all potential component units for which the City is financially accountable and other organizations for which the nature and significance of their relationships with the City such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. This criteria includes appointing a voting majority of an organization's governing body and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the City.

Based on these criteria, there are two blended component units:

Milnor Library- The Library was organized to provide management of the library in Milnor. The Council appoints all Board members and approves its tax levy.

Milnor Airport Authority- The Airport Authority was organized to provide management of the airport in Milnor. The Council appoints all Board members and approves its tax levy.

The component units do not issue separate reports.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

B. BASIS OF PRESENTATION

Government-wide statements: The statement of net assets and the statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenses/expenditures. Funds are organized into two major categories: governmental and proprietary. The City currently has no fiduciary funds.

The City reports the following major governmental funds:
General Fund. The General Fund is the primary operating fund of the City and always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

Capital Projects Funds. Capital project funds are used to account for resources restricted for the acquisition or construction of specific capital projects or items.

Debt Service funds. Debt funds are used to account for the accumulation of financial resources for the payment of principal and interest on the City's debt.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

Special Revenue Fund- This fund accounts for financial resources that exist for special purposes. The major sources of revenues is property taxes, sales taxes and intergovernmental revenues.

The City reports the following major enterprise funds:

Water & Sewer- accounts for operating activities of the City's water and sewer utility services.

Sanitation- accounts for operating activities of the City's sanitation services

C. Measurement Focus and Basis of Accounting

Measurement Focus

Measurement focus is a term used to describe "how" transactions are recorded within the various financial statements.

The government-wide financial statements are prepared using the economic resources measurement focus, within the limitations of the modified cash basis of accounting. All assets and liabilities associated with the operation of the City are included in the statement of net position.

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus, as applied to the modified cash basis of accounting, is used as appropriate.

The current financial resources measurement focus differ from the manner which the governmental activities of the government-wide financial statements are prepared. Due to the difference, the City's financial statements include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for government funds.

All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements presents sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

The proprietary fund utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery), financial position and cash flows. All assets and liabilities (whether current or noncurrent, financial or nonfinancial) associated with their activities are reported. Proprietary fund equity is classified as net assets.

Basis of Accounting

The basis of accounting determines when transactions are recorded regardless of the measurement focus applied.

The government-wide Statement of Net Position and Statement of Activities, and the fund financial statements, governmental and business-type activities, and the discretely presented component unit are presented using the modified cash basis of accounting. This basis recognizes assets, liabilities, net position/fund equity, revenues, and expenditures/expenses when they result from cash transactions with a provision for capital assets, related depreciation, debt and accrued payroll liabilities in the government-wide statements and propriety fund statements and accrued payroll liabilities in the fund financial statements. This basis is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

If the City utilized the basis of accounting recognized as generally accepted, the fund financial statements for governmental funds would use the modified accrual basis of accounting, while the fund financial statements for proprietary fund types would use the accrual basis of accounting. All government-wide financials would be presented on the accrual basis of accounting.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net assets available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, and then by general revenues.

D. Budgets

Based upon available financial information and requests by the city council, the auditor prepares the City budget. The budget is prepared for the general, special revenue, and debt service funds on the modified cash basis of accounting. The budget includes the proposed expenditures and the means of financing them. All annual appropriations lapse at year-end.

City taxes must be levied by the governing board on or before the first day of October. The taxes levied must be certified to the County auditor by October 7. The governing body of the City may amend its tax levy and budget for the current fiscal year on or before the tenth day of October of each year, but the certification must be filed with the County auditor by October 10. The current budget, except for property taxes, may be amended during the year for any revenues and appropriations not anticipated at the time the budget was prepared.

E. Cash and Investments

Cash includes amounts in demand deposits and money market accounts. Investments consist of certificates of deposits stated at cost.

F. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market 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.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

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

ASSETS	YEARS
Permanent Buildings	50
Vehicles and equipment	10

G. Long-Term Obligations

In the modified cash basis government-wide financial statements, long term debt and other long term obligations are not reported. In the fund financial statements, governmental fund types recognize bond premiums, discounts and issuance costs in the current period. The face amount of the debt is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs are reported as debt service expenditures.

H. Fund Balance

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

I. Interfund Transactions

In the governmental fund statements, transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. All other interfund transactions, except 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. In the government-wide financial statements, interfund transactions have been eliminated.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

J. Use of estimates

The preparation of financial statements in conformity with the Other comprehensive basis of accounting (OCBOA) used by the City requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

NOTE 2: LEGAL COMPLIANCE - BUDGETS

BUDGET AMENDMENTS

The Council did not amend the City budget for 2019.

EXPENDITURES OVER APPROPRIATIONS

The City did not overspend any budgets

NOTE 3 DEPOSITS AND INVESTMENTS

In accordance with North Dakota Statutes, the City maintains deposits at the 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 institution 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 deposit not covered by insurance or bonds.

Authorized collateral includes bills, notes, or bonds issued by the United State government, its agencies or instrumentalities, all bonds and notes guaranteed by the United States government, Federal Land Bank bonds, notes, warrants, and certificates of indebtedness, insured certificates of deposit, shares of investment companies registered under the Investment Companies Act of 1940, and all other forms of securities issued by the State of North Dakota, its boards, agencies, instrumentalities, or by any City, city, township, school district, park district, or other political subdivision of the State of North Dakota whether payable from special revenues or supported by the full faith and credit of the issuing body and bonds issued by another state of the United States, or such other securities approved by the banking board.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

At December 31, 2021 the City's carrying amount of deposits was \$1,905,537. Of the bank balances, \$250,000 was covered by Federal Depository Insurance. The remaining balance was collateralized with securities held by the pledging financial institution's agent in the government's name.

Credit Risk

State statutes authorize the City to invest in: (1) Bonds, treasury bills and notes, or other securities that are a direct obligation of, or an obligation insured or guaranteed by, the treasury of the United States, or its agencies, instrumentalities, or organizations created by an act of Congress. (2) Securities sold under agreements to repurchase written by a financial institution in which the underlying securities for the agreement to repurchase are the type listed above. (3) Certificates of Deposit fully insured by the federal deposit insurance corporation or the state. (4) Obligations of the state.

Concentration of Credit Risk

The City does not have a limit on the amount it may invest in any one issuer.

NOTE 4: PROPERTY TAXES

Property taxes are levied as of January 1. The property taxes attach as an enforceable lien on property on January 1 and may be paid in two installments. The first installment includes one-half of the real estate taxes and all the special assessments and the second installment is the balance of the real estate taxes. The first installment is due by March 1 and the second installment is due by October 15. A 5% discount on property taxes is allowed if all taxes and special assessments are paid by February 15. After the due dates, the bill becomes delinquent and penalties are assessed. Most property owners choose to pay property taxes and special assessments in a single payment on or before February 15 and receive the discount on the property taxes.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

NOTE 5: CAPITAL ASSETS

The following is a summary of changes in capital assets for the year ended December 31, 2021:

	Balance January 1	Increases	Decreases	Balance December 31
Governmental activities				
Construction in progress		33,466		33,466
Infrastructure	4,032,222			4,032,222
Bldgs and Improvements	300,583			300,583
Vehicles & Equipment	275,170	107,196		382,366
Total Cap Assets	4,607,975	140,662		4,748,638
Less accumulated depreciation for:				
Infrastructure	1,667,042	168,467		1,835,509
Buildings & Improve	252,583	3,000		255,583
Vehicles & Equip	152,015	26,812		178,827
Total Accumulated Dep	2,071,641	198,279		2,269,919
Total Cap Assets, Net	2,536,335			2,478,718
Business-type activities				
Construction in progress		97,501		97,501
Bldgs and Improvements	315,000			315,000
Vehicles & Equipment	254,595			254,595
Total Cap Assets	569,595	97,501		667,096
Less accumulated depreciation for:				
Buildings & Improve	315,000			315,000
Vehicles & Equip	241,247	1,668		242,915
Total Accumulated Dep	556,247	1,668		557,915
Total Cap Assets, Net	13,348			109,180

Depreciation Expense was charged to functions/programs of the City as follows:

Governmental Activities:	
General government	3,000
Public safety	
Highways and streets	<u>195,279</u>
Total	198,279
Business-type activities	
Water and sewer	1,668

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

NOTE 6: LONG-TERM DEBT

Changes in Long-Term Liabilities - During the year ended December 31, 2021, the following changes occurred in liabilities reported in long-term debt:

	Payable 2020	Increases	Decreases	Payable 2021	Due Within One Year
GOVERNMENTAL ACTIVITIES					
IRF Note	927,129		27,040	900,089	28,066
Bonds Payable	1,925,000		265,000	1,660,000	180,000
Notes payable	81,842		5,573	76,269	5,504
TOTAL	2,933,971		297,613	2,636,358	

GOVERNMENTAL ACTIVITIES

Year Ending December 31	Bonds Payable		IRF Notes Payable	
	Principal	Interest	Principal	Interest
2022	180,000	28,494	28,066	17,979
2023	175,000	24,894	28,628	17,418
2024	180,000	21,395	29,200	16,846
2025	180,000	17,794	29,784	16,262
2026	185,000	14,194	30,380	15,666
2027-2031	695,000	27,443	161,260	68,969
2032-2036	65,000	975	178,045	52,185
2037-2041			196,576	33,654
2042-2046			218,150	12,079
TOTAL	1,660,000	135,188	900,089	270,064

BONDS PAYABLE

Bonds payable consist of the following:

	Maturity Date	Interest Rate	Balance Outstanding
Refunding imp- 2021	09/01/2033	1.2-3.5%	1,660,000

IRF NOTES PAYABLE

	Maturity Date	Interest Rate	Balance Outstanding
GOVERNMENTAL ACTIVITIES			
Refunding improvement-2012	05/01/2046	2.0%	900,089

The City received an Infrastructure Revolving Loan Fund for street project. The loan award was for \$1,100,000 and \$1,035,227 was advanced through December 31, 2021.

CITY OF MILNOR
NOTES TO FINANCIAL STATEMENTS- CONTINUED

NOTES PAYABLE

Notes payable due in annual installments of \$8,520, including interest at 3.60%, through October 2024. Note used to purchase loader. 76,269

NOTE 7: TRANSFERS

Transfers are used to 1)move unrestricted revenues to finance various programs 2)move sales tax revenues to fund programs and projects and 3)move revenues from the fund with collection authorization to the debt service funds as debt service principal and interest payments become due.

The City transferred from Sales tax to Sewer 2016-1- \$46,046.

NOTE 8: RISK MANAGEMENT

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

In 1986 state agencies and political subdivisions of the State of North Dakota joined together to form the North Dakota Insurance Reserve Fund (NDIRF), a public entity risk pool currently operating as a common risk management and insurance program for the state and over 2,000 political subdivisions. The City pays an annual premium to NDIRF for its general liability and automobile insurance coverage. The coverage by NDIRF is limited to losses of one million dollars per occurrence.

The State Bonding Fund currently provides the City with blanket fidelity bond coverage for its employees. The State Bonding fund does not currently charge any premium for this coverage.

The City has workers compensation with the Workforce, Safety and Insurance and purchases commercial insurance for personal property, building, inland marine, and boiler and machinery.

CITY OF MILNOR

REPORTS IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

DECEMBER 31, 2021

City of Milnor
Table of Contents

	Page

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	1-2
Schedule of Findings and Responses	3-4

Harold J. Rotunda

Certified Public Accountant

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*

Independent Auditor's Report

Governing Board
City of Milnor
Milnor, North Dakota

I 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, business-type activities and each major fund of City of Milnor as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise basic financial statements, and have issued my report thereon dated May 2, 2023.

Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I considered City of Milnor's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, I do not express an opinion on the effectiveness of the City's internal control.

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. A *significant deficiency* is a deficiency, or a 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.

My 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 were not identified. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified. I did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses that I consider to be a significant deficiency (2021-1 and 2021-2).

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether City of Milnor's financial statements are free of material misstatement, I 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 my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that is required to be reported under *Government Auditing Standards*.

City's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the finding identified in my audit and described in the accompanying schedule of findings and responses. The City's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, I express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the result 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.

Fargo, North Dakota
May 2, 2023

CITY OF MILNOR
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED DECEMBER 31, 2021

2021-001 Segregation of Duties

Criteria

An appropriate system of internal controls maintains proper segregation of duties to provide reasonable assurance that transactions are handled properly.

Condition

The City has one employee who is responsible for most accounting functions. The city auditor collects monies, issues checks, sends checks to vendors, records receipts and disbursements in journals, maintains the general ledger, and prepares financial reports.

Cause

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

Effect

Lack of segregation of duties leads to a limited degree of internal control.

Recommendation

I recommend the City review its internal controls over accounting functions to determine if additional procedures can be implemented that are cost effective. The Board should constantly be aware of the 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.

View of Responsible Officials and Planned Corrective Actions

The Council will review its current monitoring functions and determine if any additional monitoring procedures are warranted. However, due to the small size of the City, it is not cost effective for the City to hire additional accounting personnel to address this deficiency.

CITY OF MILNOR
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED DECEMBER 31, 2021

2021-002 Financial Statement Preparation

Criteria

An appropriate system of internal controls requires that a City make a determination that financial statements and the underlying general ledger accounts are properly stated in compliance with the modified cash basis of accounting. This requires the City's personnel to maintain a working knowledge of current modified cash basis of accounting required financial statement disclosures.

Condition

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

Cause

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

Effect

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

Recommendation

I recommend the City consider the additional risk of having the auditor assist in the in the preparation of financial statements and note disclosures and consider preparing them in the future. As a compensating control the City 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.

View of Responsible Officials and Planned Corrective Actions

The City will continue to have the auditor prepare the financial statements. It is currently not cost-effective for management to perform the preparation.