

AUDIT REPORT

CITY OF SAWYER
Sawyer, North Dakota

For the Years Ended December 31, 2019 and 2018

RATH & MEHRER, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

CITY OF SAWYER
Sawyer, North Dakota

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CITY OF SAWYER
Sawyer, North Dakota

CITY OFFICIALS

Dennis Redding	Mayor
Eileen Darkow	Chairperson
Gary Anfinson	Council Member
Mike Beeter	Council Member
Kevin Dynes	Council Member
Susan Schmidt	Auditor

Rath & Mehrer, P.C.

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Governing Board
City of Sawyer
Sawyer, North Dakota

Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Sawyer, Sawyer, North Dakota, as of and for the years ended December 31, 2019 and 2018, and the related notes to the financial statements, which collectively comprise the city'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 the modified cash basis of accounting described in Note 1; 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.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits 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 audits 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 judgement, 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 city'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 city's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sawyer, Sawyer, North Dakota, as of December 31, 2019 and 2018, and the respective changes in modified cash basis financial position; and where applicable, cash flows thereof for the years then ended in accordance with the modified cash basis of accounting described in Note 1.

Basis of Accounting

We 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. Our opinions are not modified with respect to this matter.

Other Matters

Other Information

Our audits were conducted for the purpose of forming opinions on the financial statements that collectively comprise the city's basic financial statements. The budgeting comparison information and the schedules of fund activity arising from cash transactions are presented for additional analysis and are not a required part of the basic financial statements.

The budgeting comparison information and the schedules of fund activity arising from cash transactions are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audits of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgeting comparison information and the schedules of fund activity arising from cash transactions are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 12, 2020 on our consideration of the city'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 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 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.

Rath and Mehler

Rath and Mehler, P.C.

Bismarck, North Dakota

June 12, 2020

CITY OF SAWYER
Sawyer, North Dakota

Statement of Net Position - Modified Cash Basis
December 31, 2019

	Governmental Activities	Business-Type Activities	Total
ASSETS:			
Cash and Cash Equivalents	191,407.26	254,406.65	445,813.91
Capital Assets (net of accumulated depreciation):			
Buildings and Infrastructure	23,200.00	962,265.00	985,465.00
Machinery and Vehicles	49,180.00		49,180.00
 Total Capital Assets	 72,380.00	 962,265.00	 1,034,645.00
 Total Assets	 263,787.26	 1,216,671.65	 1,480,458.91
LIABILITIES:			
Long-Term Liabilities:			
Due Within One Year:			
Notes Payable	6,207.19		6,207.19
Loans Payable		22,233.68	22,233.68
Revenue Bonds Payable		15,000.00	15,000.00
Due After One Year:			
Notes Payable	4,228.64		4,228.64
Loans Payable		129,994.85	129,994.85
Revenue Bonds Payable		190,000.00	190,000.00
 Total Liabilities	 10,435.83	 357,228.53	 367,664.36
NET POSITION:			
Net Investment in Capital Assets	61,944.17	605,036.47	666,980.64
Restricted for:			
Special Purposes	12,185.48		12,185.48
Debt Service		79,779.96	79,779.96
Unrestricted	179,221.78	174,626.69	353,848.47
 Total Net Position	 253,351.43	 859,443.12	 1,112,794.55

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Net Position - Modified Cash Basis
December 31, 2018

	Governmental Activities	Business-Type Activities	Total
ASSETS:			
Cash and Cash Equivalents	140,347.54	256,986.85	397,334.39
Capital Assets (net of accumulated depreciation):			
Buildings and Infrastructure	24,000.00	1,007,600.00	1,031,600.00
Machinery and Vehicles	56,381.00		56,381.00
Total Capital Assets	80,381.00	1,007,600.00	1,087,981.00
Total Assets	220,728.54	1,264,586.85	1,485,315.39
LIABILITIES:			
Long-Term Liabilities:			
Due Within One Year:			
Notes Payable	6,048.08		6,048.08
Loans Payable		22,013.55	22,013.55
Revenue Bonds Payable		15,000.00	15,000.00
Due After One Year:			
Notes Payable	10,435.83		10,435.83
Loans Payable		152,228.53	152,228.53
Revenue Bonds Payable		205,000.00	205,000.00
Total Liabilities	16,483.91	394,242.08	410,725.99
NET POSITION:			
Net Investment in Capital Assets	63,897.09	613,357.92	677,255.01
Restricted for:			
Special Purposes	12,619.76		12,619.76
Debt Service		80,719.58	80,719.58
Unrestricted	127,727.78	176,267.27	303,995.05
Total Net Position	204,244.63	870,344.77	1,074,589.40

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Activities - Modified Cash Basis
For the Year Ended December 31, 2019

	Net (Expense) Revenue and Changes in Net Position					
	Program Revenues			Primary Government		
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-Type Activities	Total
<u>Functions/Programs</u>						
<u>Primary Government:</u>						
<u>Governmental Activities:</u>						
General Government	75,731.70	3,165.00		(72,566.70)		(72,566.70)
Streets and Public Works	38,615.03	9,223.07	28,183.35	(1,208.61)		(1,208.61)
Culture and Recreation	719.40			(719.40)		(719.40)
Interest on Long-Term Debt	356.80			(356.80)		(356.80)
Total Governmental Activities	115,422.93	12,388.07	28,183.35	(74,851.51)		(74,851.51)
<u>Business-Type Activities:</u>						
Water, Sewer and Sanitation	287,713.83	167,510.94	107,464.50		(12,738.39)	(12,738.39)
Total Primary Government	403,136.76	179,899.01	135,647.85	(74,851.51)	(12,738.39)	(87,589.90)

<u>General Revenues:</u>						
Taxes:						
Property taxes; levied for general purposes				79,999.96		79,999.96
Oil and gas production taxes				534.53		534.53
Cigarette taxes				939.94		939.94
Homestead tax credit				3,981.90		3,981.90
Disabled veterans tax credit				2,272.40		2,272.40
Intergovernmental revenue not restricted to specific programs				28,168.44		28,168.44
Earnings on investments and other revenue				8,061.14	1,836.74	9,897.88
Total General Revenues				123,958.31	1,836.74	125,795.05
Change in Net Position				49,106.80	(10,901.65)	38,205.15
Net Position - January 1				204,244.63	870,344.77	1,074,589.40
Net Position - December 31				253,351.43	859,443.12	1,112,794.55
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The accompanying notes are an integral part of these financial statements.

CITY OF SAWYER
Sawyer, North Dakota

Statement of Activities - Modified Cash Basis
For the Year Ended December 31, 2018

	Net (Expense) Revenue and Changes in Net Position				
	Expenses	Program Revenues		Primary Government	
		Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-Type Activities
<u>Functions/Programs</u>					
<u>Primary Government:</u>					
<u>Governmental Activities:</u>					
General Government	77,890.93	2,210.00	(75,680.93)		(75,680.93)
Public Safety	136.00		(136.00)		(136.00)
Streets and Public Works	44,608.69	2,401.31	27,560.12	(14,647.26)	(14,647.26)
Culture and Recreation	1,053.84		9,008.03	7,954.19	7,954.19
Interest on Long-Term Debt	511.84		(511.84)		(511.84)
Total Governmental Activities	124,201.30	4,611.31	36,568.15	(83,021.84)	(83,021.84)
<u>Business-Type Activities:</u>					
Water, Sewer and Sanitation	359,442.40	166,929.15	179,384.39	(13,128.86)	(13,128.86)
Total Primary Government	483,643.70	171,540.46	215,952.54	(83,021.84)	(96,150.70)
=====					
<u>General Revenues:</u>					
Taxes:					
Property taxes; levied for general purposes			72,593.10		72,593.10
Oil and gas production taxes			892.55		892.55
Cigarette taxes			992.55		992.55
Intergovernmental revenue not restricted to specific programs			25,149.77		25,149.77
Earnings on investments and other revenue			2,839.57	1,788.73	4,628.30
Total General Revenues			102,467.54	1,788.73	104,256.27
Change in Net Position			19,445.70	(11,340.13)	8,105.57
Net Position - January 1			184,798.93	881,684.90	1,066,483.83
Net Position - December 31			204,244.63	870,344.77	1,074,589.40
=====					

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

CITY OF SAWYER
Sawyer, North Dakota

Balance Sheet - Modified Cash Basis
Governmental Funds
December 31, 2019

	Major Funds			Total Governmental Funds
	General	Highway	Other Governmental Fund	
ASSETS:				
Cash and Cash Equivalents	179,221.78		12,185.48	191,407.26
Interfund Receivables	50,585.33			50,585.33
<hr/>				
Total Assets	229,807.11	-0-	12,185.48	241,992.59
<hr style="border-top: 1px dashed black;"/>				
LIABILITIES AND FUND BALANCES:				
Liabilities:				
Interfund Payables		44,842.73	5,742.60	50,585.33
<hr/>				
FUND BALANCES:				
Restricted for:				
Streets and Public Works			12,185.48	12,185.48
Unassigned	229,807.11	(44,842.73)	(5,742.60)	179,221.78
<hr/>				
Total Fund Balances	229,807.11	(44,842.73)	6,442.88	191,407.26
<hr/>				
Total Liabilities and Fund Balances	229,807.11	-0-	12,185.48	241,992.59
<hr style="border-top: 1px dashed black;"/>				

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

CITY OF SAWYER
Sawyer, North Dakota

Balance Sheet - Modified Cash Basis
Governmental Funds
December 31, 2018

	Major Funds		Other Governmental Fund	Total Governmental Funds
	General	Highway		
ASSETS:				
Cash and Cash Equivalents	127,727.78		12,619.76	140,347.54
Interfund Receivable	44,499.58			44,499.58
<hr/>				
Total Assets	172,227.36	-0-	12,619.76	184,847.12
<hr style="border-top: 1px dashed black;"/>				
LIABILITIES AND FUND BALANCES:				
Liabilities:				
Interfund Payable		44,499.58		44,499.58
<hr/>				
FUND BALANCES:				
Restricted for:				
General Government			434.28	434.28
Streets and Public Works			12,185.48	12,185.48
Unassigned	172,227.36	(44,499.58)		127,727.78
<hr/>				
Total Fund Balances	172,227.36	(44,499.58)	12,619.76	140,347.54
<hr/>				
Total Liabilities and Fund Balances	172,227.36	-0-	12,619.76	184,847.12
<hr style="border-top: 1px dashed black;"/>				

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

CITY OF SAWYER
Sawyer, North Dakota

Reconciliation of Governmental Funds Balance Sheet
to the Statement of Net Position - Modified Cash Basis
For the Year Ended December 31, 2019

Total Fund Balances for Governmental Funds		191,407.26
<p>Total net position reported for government activities in the statement of net position is different because:</p> <p>Capital assets used in governmental activities are not financial resources and are not reported in the governmental funds.</p>		
Cost of Capital Assets		257,778.00
Less Accumulated Depreciation		(185,398.00)
Net Capital Assets		72,380.00
<p>Long-term liabilities applicable to the city's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Long-term liabilities -both current and long-term- are reported in the statement of net position. Balances at December 31, 2019 are:</p>		
Notes Payable		(10,435.83)
Total Net Position of Governmental Activities		253,351.43

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

CITY OF SAWYER
Sawyer, North Dakota

Reconciliation of Governmental Funds Balance Sheet
to the Statement of Net Position - Modified Cash Basis
For the Year Ended December 31, 2018

Total Fund Balances for Governmental Funds		140,347.54
<p>Total net position reported for government activities in the statement of net position is different because:</p>		
<p>Capital assets used in governmental activities are not financial resources and are not reported in the governmental funds.</p>		
Cost of Capital Assets		257,778.00
Less Accumulated Depreciation		(177,397.00)
Net Capital Assets		80,381.00
<p>Long-term liabilities applicable to the city's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Long-term liabilities -both current and long-term- are reported in the statement of net position. Balances at December 31, 2018 are:</p>		
Notes Payable		(16,483.91)
Total Net Position of Governmental Activities		204,244.63

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Revenues, Expenditures and Changes in Fund Balances -
Modified Cash Basis
Governmental Funds
For the Year Ended December 31, 2019

	Major Funds		Other Governmental Fund	Total Governmental Funds
	General	Highway		
Revenues:				
Taxes	79,999.96			79,999.96
Licenses, Permits and Fees	3,165.00			3,165.00
Intergovernmental	35,897.21	28,183.35		64,080.56
Charges for Services		9,223.07		9,223.07
Miscellaneous	7,991.80	69.34		8,061.14
Total Revenues	127,053.97	37,475.76		164,529.73
Expenditures:				
Current:				
General Government	68,754.82		6,176.88	74,931.70
Streets and Public Works		31,414.03		31,414.03
Culture and Recreation	719.40			719.40
Debt Service:				
Principal		6,048.08		6,048.08
Interest and Service Charges		356.80		356.80
Total Expenditures	69,474.22	37,818.91	6,176.88	113,470.01
Net Change in Fund Balances	57,579.75	(343.15)	(6,176.88)	51,059.72
Fund Balance - January 1	172,227.36	(44,499.58)	12,619.76	140,347.54
Fund Balance - December 31	229,807.11	(44,842.73)	6,442.88	191,407.26

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Revenues, Expenditures and Changes in Fund Balances -
Modified Cash Basis
Governmental Funds
For the Year Ended December 31, 2018

	Major Funds		Other Governmental Fund	Total Governmental Funds
	General	Highway		
Revenues:				
Taxes	72,593.10			72,593.10
Licenses, Permits and Fees	2,210.00			2,210.00
Intergovernmental	31,348.61	32,254.41		63,603.02
Charges for Services		2,401.31		2,401.31
Miscellaneous	2,279.57	560.00		2,839.57
Total Revenues	108,431.28	35,215.72		143,647.00
Expenditures:				
Current:				
General Government	70,898.66		6,192.27	77,090.93
Public Safety	136.00			136.00
Streets and Public Works	1,227.50	31,230.19		32,457.69
Culture and Recreation	1,053.84			1,053.84
Debt Service:				
Principal		5,893.04		5,893.04
Interest and Service Charges		511.84		511.84
Total Expenditures	73,316.00	37,635.07	6,192.27	117,143.34
Net Change in Fund Balances	35,115.28	(2,419.35)	(6,192.27)	26,503.66
Fund Balance - January 1	137,112.08	(42,080.23)	18,812.03	113,843.88
Fund Balance - December 31	172,227.36	(44,499.58)	12,619.76	140,347.54

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

CITY OF SAWYER
Sawyer, North Dakota

Reconciliation of Governmental Funds Statement of Revenues, Expenditures and
Changes in Fund Balances to the Statement of Activities - Modified Cash Basis
For the Year Ended December 31, 2019

Net Change in Fund Balances - Total Governmental Funds	51,059.72
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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 outlays 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 depreciation exceeded capital outlay in the current year.

Current Year Capital Outlay	0.00	
Current Year Depreciation Expense	(8,001.00)	(8,001.00)

The proceeds of debt issuances are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net position, issuing debt increases long-term liabilities and does not affect the statement of activities. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount by which repayment of debt exceeded debt proceeds.

Debt Proceeds	0.00	
Repayment of Debt	6,048.08	6,048.08

Change in Net Position of Governmental Activities	49,106.80 =====
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The accompanying notes are an integral part of these financial statements.

CITY OF SAWYER
Sawyer, North Dakota

Reconciliation of Governmental Funds Statement of Revenues, Expenditures and
Changes in Fund Balances to the Statement of Activities - Modified Cash Basis
For the Year Ended December 31, 2018

Net Change in Fund Balances - Total Governmental Funds 26,503.66

The change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays 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 depreciation exceeded capital outlay in the current year.

Current Year Capital Outlay	0.00	
Current Year Depreciation Expense	(12,951.00)	(12,951.00)

The proceeds of debt issuances are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net position, issuing debt increases long-term liabilities and does not affect the statement of activities. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount by which repayment of debt exceeded debt proceeds.

Debt Proceeds	0.00	
Repayment of Debt	5,893.04	5,893.04

Change in Net Position of Governmental Activities		19,445.70
		19,445.70

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Net Position - Modified Cash Basis
Proprietary Fund
December 31, 2019

	Water, Sewer & Sanitation Fund
<u>ASSETS</u>	
<u>Current Assets:</u>	
Cash and Cash Equivalents	254,406.65
<u>Noncurrent Assets:</u>	
Capital Assets (net of accumulated depr):	
Buildings and Infrastructure	962,265.00
Total Assets	1,216,671.65
<u>LIABILITIES</u>	
<u>Current Liabilities:</u>	
Loans Payable	22,233.68
Revenue Bonds Payable	15,000.00
Total Current Liabilities	37,233.68
<u>Noncurrent Liabilities:</u>	
Loans Payable	129,994.85
Revenue Bonds Payable	190,000.00
Total Noncurrent Liabilities	319,994.85
Total Liabilities	357,228.53
<u>NET POSITION</u>	
Net Investment in Capital Assets	605,036.47
Restricted for Debt Service	79,779.96
Unrestricted	174,626.69
Total Net Position	859,443.12

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Net Position - Modified Cash Basis
Proprietary Fund
December 31, 2018

	Water, Sewer & Sanitation Fund
<u>ASSETS</u>	
<u>Current Assets:</u>	
Cash and Cash Equivalents	256,986.85
<u>Noncurrent Assets:</u>	
Capital Assets (net of accumulated depr):	
Buildings and Infrastructure	1,007,600.00
Total Assets	1,264,586.85
	=====
<u>LIABILITIES</u>	
<u>Current Liabilities:</u>	
Loans Payable	22,013.55
Revenue Bonds Payable	15,000.00
Total Current Liabilities	37,013.55
<u>Noncurrent Liabilities:</u>	
Loans Payable	152,228.53
Revenue Bonds Payable	205,000.00
Total Noncurrent Liabilities	357,228.53
Total Liabilities	394,242.08
<u>NET POSITION</u>	
Net Investment in Capital Assets	613,357.92
Restricted for Debt Service	80,719.58
Unrestricted	176,267.27
Total Net Position	870,344.77
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The accompanying notes are an integral part of these financial statements.

CITY OF SAWYER
Sawyer, North Dakota

Statement of Revenues, Expenses and Changes in Fund Net Position - Modified Cash Basis
Proprietary Fund

For the Year Ended December 31, 2019

	Water, Sewer & Sanitation Fund
<u>Operating Revenues:</u>	
Charges for Sales and Services:	
Water Collections	74,764.26
Water Surcharge	25,690.38
Sewer Collections	17,088.58
Sanitation Charges	25,408.70
Maintenance Fee	10,006.81
Meter Fee	12,578.68
Late Fees	850.53
Other Fees	1,123.00
Total Operating Revenues	167,510.94
<u>Operating Expenses:</u>	
Salaries and Benefits	22,651.40
Utilities	5,338.05
Testing, Chemicals and Supplies	2,310.77
Training	1,711.74
Repair & Maintenance	10,837.08
Sanitation	25,673.36
Water Expense	40,679.86
Miscellaneous	431.16
Depreciation	45,335.00
Total Operating Expenses	154,968.42
Operating Income (Loss)	12,542.52
<u>Non-Operating Revenues (Expenses):</u>	
CDBG #4296-CD161718-PF-U	107,464.50
Other Revenues	1,836.74
Sewer Project	(124,402.99)
Debt Service - Interest and Service Charges	(8,342.42)
Total Non-Operating Revenues (Expenses)	(23,444.17)
Change in Net Position	(10,901.65)
Net Position - January 1	870,344.77
Net Position - December 31	859,443.12
	=====

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Revenues, Expenses and Changes in Fund Net Position - Modified Cash Basis
Proprietary Fund

For the Year Ended December 31, 2018

	Water, Sewer & Sanitation Fund
<u>Operating Revenues:</u>	
Charges for Sales and Services:	
Water Collections	71,916.89
Water Surcharge	25,367.04
Sewer Collections	17,106.49
Sanitation Charges	28,090.42
Maintenance Fee	10,505.11
Meter Fee	11,912.53
Late Fees	779.00
Other Fees	1,251.67
Total Operating Revenues	166,929.15
<u>Operating Expenses:</u>	
Salaries and Benefits	19,412.66
Utilities	5,364.61
Testing, Chemicals and Supplies	4,577.65
Training	214.22
Repair & Maintenance	10,230.06
Sanitation	27,072.77
Water Expense	42,364.34
Miscellaneous	1,465.32
Depreciation	45,335.00
Total Operating Expenses	156,036.63
Operating Income (Loss)	10,892.52
<u>Non-Operating Revenues (Expenses):</u>	
CDBG #4296-CD161718-PF-U	179,384.39
Other Revenues	1,788.73
Sewer Project	(194,395.39)
Debt Service - Interest and Service Charges	(9,010.38)
Total Non-Operating Revenues (Expenses)	(22,232.65)
Change in Net Position	(11,340.13)
Net Position - January 1	881,684.90
Net Position - December 31	870,344.77

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Cash Flows - Modified Cash Basis
Proprietary Funds
For the Year Ended December 31, 2019

	Water, Sewer & Sanitation Fund
<u>Cash flows from operating activities:</u>	
Receipts from customers	167,510.94
Payments to suppliers	(86,982.02)
Payments to employees	(22,651.40)
	57,877.52
<u>Cash flows from noncapital financing activities:</u>	
Miscellaneous receipts	1,836.74
	1,836.74
<u>Cash flows from capital and related financing activities:</u>	
CDBG #4296-CD161718-PF-U	107,464.50
Sewer project	(124,402.99)
Principal payments	(37,013.55)
Interest expense and service charges	(8,342.42)
	(62,294.46)
Net cash provided (used) by capital and related financing activities	(62,294.46)
	(62,294.46)
Net decrease in cash and cash equivalents	(2,580.20)
Cash and cash equivalents, January 1	256,986.85
Cash and cash equivalents, December 31	254,406.65
	254,406.65
	254,406.65
<u>Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities</u>	
Operating income (loss)	12,542.52
<u>Adjustments to reconcile operating income to net cash provided (used) by operating activities:</u>	
Depreciation expense	45,335.00
Net cash provided (used) by operating activities	57,877.52
	57,877.52
	57,877.52

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

CITY OF SAWYER
Sawyer, North Dakota

Statement of Cash Flows - Modified Cash Basis
Proprietary Funds
For the Year Ended December 31, 2018

	Water, Sewer & Sanitation Fund
<u>Cash flows from operating activities:</u>	
Receipts from customers	166,929.15
Payments to suppliers	(91,288.97)
Payments to employees	(19,412.66)
	56,227.52
<u>Cash flows from noncapital financing activities:</u>	
Miscellaneous receipts	1,788.73
	1,788.73
<u>Cash flows from capital and related financing activities:</u>	
CDBG #4296-CD161718-PF-U	179,384.39
Sewer project	(194,395.39)
Principal payments	(36,795.59)
Interest expense and service charges	(9,010.38)
	(60,816.97)
Net cash provided (used) by capital and related financing activities	(60,816.97)
	(2,800.72)
Net decrease in cash and cash equivalents	(2,800.72)
Cash and cash equivalents, January 1	259,787.57
Cash and cash equivalents, December 31	256,986.85
<u>Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities</u>	
Operating income (loss)	10,892.52
<u>Adjustments to reconcile operating income to net cash provided (used) by operating activities:</u>	
Depreciation expense	45,335.00
Net cash provided (used) by operating activities	56,227.52

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

CITY OF SAWYER
Sawyer, North Dakota

Notes to the Financial Statements
December 31, 2019 and 2018

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Sawyer operates under a city council form of government. The financial statements of the city have been prepared on a modified cash basis, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Government 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.

A. Financial 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 are such that exclusion would cause the city's financial statements to be misleading or incomplete. The Government 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 no component units to be included within the City of Sawyer as a reporting entity.

B. Basis of Presentation

Government-wide Financial Statements: The statement of net position and the statement of activities display information about the primary government, the City of Sawyer. These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. These statements distinguish between the *governmental* and *business-type* activities of the city. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

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: The fund financial statements provide information about the city's funds. Separate statements for each fund category - *governmental* and *proprietary* - are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investments earnings, result from nonexchange transactions or ancillary activities.

The city reports the following major governmental funds:

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

Highway. This fund accounts for the accumulation of the highway distribution tax to be used for street repairs and maintenance.

The city reports the following major enterprise fund:

Water, Sewer and Sanitation Fund. This fund accounts for the activities of the city's water distribution system, sewage collection system and garbage collection system.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "how" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

In the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-like activities are presented using the economic resources measurement focus, within the limitations of the modified cash basis of accounting, as defined in item b below.

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:

- a. 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 present 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.
- b. 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 position (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 position.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities and the fund financial statements, governmental and business-like activities are presented using a 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 depreciation in the government-wide statements and proprietary fund statements. This basis is a 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.

D. Cash and Cash Equivalents

Cash and cash equivalents include amounts in demand deposits, money market accounts and highly liquid short-term investments with original maturities of three months or less.

E. Capital Assets

Capital assets include plant and equipment. Assets are reported in the governmental activities column and the business-type activities column in the government-wide financial statements. Assets are also reported in the proprietary fund statements. Capital assets are defined by the city as assets with an initial, individual cost of \$5,000 or more. Such assets are recorded at 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. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets is not capitalized.

Capital assets are depreciated using the straight line method over the following estimated useful lives:

Buildings and Infrastructure	20 to 75 years
Machinery and Vehicles	10 to 20 years

F. Compensated Absences

No liability is recorded for nonvesting accumulating rights to receive sick pay benefits.

Vested or accumulated vacation leave is not reported in the government-wide statement of net position as it is considered immaterial.

G. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net position. Bond premiums, discounts and issuance costs are recognized in the current period since the amounts are not material.

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 Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance." Fund equity for all other reporting is classified as "net position."

Fund Balance - Generally, fund balance represents the difference between the current assets and current liabilities. In the fund financial statements, governmental funds report fund classifications that comprise a hierarchy based primarily on the extent to which the city is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Fund balances are classified as follows:

Nonspendable - Fund balances are reported as nonspendable when amounts cannot be spent because they are either (a) not in spendable form (i.e., items that are not expected to be converted to cash such as inventories or prepaid expenses) or (b) legally or contractually required to be maintained intact (i.e., endowment funds).

Restricted - Fund balances are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the city or through external restrictions imposed by creditors, grantors, contributors, or laws or regulations of other governments (i.e., funds restricted by state statute, unspent bond proceeds, grants earned but not spent, debt covenants or taxes raised for a specific purpose).

Committed - Fund balances are reported as committed when they can be used only for specific purposes pursuant to constraints imposed by formal action of the city council through the adoption of a resolution. The city council also may modify or rescind the commitment.

Assigned - Fund balances are reported as assigned when amounts are constrained by the city's intent to be used for specific purposes, but are neither restricted nor committed.

Unassigned - Fund balances are reported as unassigned as the residual amount when the balances do not meet any of the above criterion. The city reports positive unassigned fund balance only in the general fund. Negative fund balances may be reported in all funds.

Flow Assumptions - When both restricted and unrestricted amounts of fund balance are available for use for expenditures incurred, it is the city's policy to use restricted amounts first and then unrestricted amounts as they are needed. For unrestricted amounts of fund balance, it is the city's policy to use fund balance in the following order:

- * Committed
- * Assigned
- * Unassigned

Net Position - Net position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used (i.e., the amount that the city has not spent) for the acquisition, construction or improvement of those assets. Net position is reported as restricted as described in the fund balance section above. All other net position is reported as unrestricted.

I. Interfund Transactions

In the governmental and proprietary 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.

In the government-wide financial statements, interfund transactions have been eliminated.

J. Use of Estimates

The preparation of financial statements in conformity with the special purpose framework (SPF) used by the city requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

Note 2 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 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.

Authorized collateral includes bills, notes or bonds issued by the United States government, its agencies or instrumentalities, all bonds and notes guaranteed by the United States government, Federal Land Bank bonds, bonds, notes, warrants, certificates of indebtedness, insured certificates of deposit, shares of investments 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 or instrumentalities or by any county, city, township, school district, park district or any 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 other securities approved by the banking board.

At December 31, 2019 the city's carrying amount of deposits was \$445,814 and the bank balance was \$441,788. Of the bank balance, \$250,000 was covered by Federal Depository Insurance. The remaining balance of \$191,788 was collateralized with securities held by the pledging financial institution's agent in the government's name.

At December 31, 2018 the city's carrying amount of deposits was \$397,334 and the bank balance was \$395,918. Of the bank balance, \$250,000 was covered by Federal Depository Insurance. The remaining balance of \$145,918 was collateralized with securities held by the pledging financial institution's agent in the government's name.

Credit Risk

The city may invest idle funds as authorized in North Dakota Statutes, as follows:

- (1) 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.
- (2) Securities sold under agreements to repurchase written by a financial institution in which the underlying securities for the agreement to repurchase are of the type listed above.
- (3) Certificates of deposit fully insured by the federal deposit insurance corporation.
- (4) Obligations of the State.

Concentration of Credit Risk

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

Note 3 PROPERTY TAXES

The county treasurer acts as an agent to collect property taxes levied in the county for all taxing authorities. Any material tax collections are distributed after the end of each month.

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.

Note 4 INTERFUND RECEIVABLES/PAYABLES

The interfund receivables/payables are created by a negative cash balance in various funds. The amounts shown as interfund payables represent the amount of negative cash in these funds. The interfund receivables/payables for the years ended December 31, 2019 and 2018 are as follows:

	<u>Receivable Fund</u>	<u>Payable Fund</u>
<u>December 31, 2019</u>		
General	50,585.33	
Highway		44,842.73
Social Security		5,742.60
<u>December 31, 2018</u>		
General	44,499.58	
Highway		44,499.58

Note 5 CAPITAL ASSETS

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

	<u>2019</u>			
	<u>Balance January 1</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance December 31</u>
Governmental Activities:				
<i>Capital assets being depreciated:</i>				
Buildings and Infrastructure	145,000			145,000
Machinery and Vehicles	112,778			112,778
Total	<u>257,778</u>			<u>257,778</u>
<i>Less accumulated depreciation for:</i>				
Buildings and Infrastructure	121,000	800		121,800
Machinery and Vehicles	56,397	7,201		63,598
Total	<u>177,397</u>	<u>8,001</u>		<u>185,398</u>
Governmental Activities Capital Assets, Net	<u>80,381</u>	<u>(8,001)</u>	<u>-0-</u>	<u>72,380</u>
	=====	=====	=====	=====

<u>2018</u>				
	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>December 31</u>
Governmental Activities:				
<i>Capital assets</i>				
<i>being depreciated:</i>				
Buildings and Infrastructure	145,000			145,000
Machinery and Vehicles	112,778			112,778
Total	<u>257,778</u>			<u>257,778</u>
<i>Less accumulated depreciation for:</i>				
Buildings and Infrastructure	116,200	4,800		121,000
Machinery and Vehicles	48,246	8,151		56,397
Total	<u>164,446</u>	<u>12,951</u>		<u>177,397</u>
Governmental Activities				
Capital Assets, Net	93,332	(12,951)	-0-	80,381
	=====	=====	=====	=====

<u>2019</u>				
	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>December 31</u>
Business-type Activities:				
<i>Capital assets</i>				
<i>being depreciated:</i>				
Buildings and Infrastructure	1,405,430			1,405,430
<i>Less accumulated depreciation for:</i>				
Buildings and Infrastructure	397,830	45,335		443,165
Business-type Activities				
Capital Assets, Net	1,007,600	(45,335)	-0-	962,265
	=====	=====	=====	=====

	<u>2018</u>			
	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>December 31</u>
Business-type Activities:				
Capital assets being depreciated:				
Buildings and Infrastructure	1,405,430			1,405,430
<i>Less accumulated depreciation for:</i>				
Buildings and Infrastructure	352,495	45,335		397,830
Business-type Activities Capital Assets, Net	1,052,935	(45,335)	-0-	1,007,600
	=====	=====	=====	=====

Depreciation expense was charged to functions/programs of the city as follows for the years ended December 31:

	<u>2019</u>	<u>2018</u>
<u>Governmental Activities:</u>		
General Government	800	800
Streets and Public Works	7,201	12,151
Total	8,001	12,951
	=====	=====
<u>Business-type Activities:</u>		
Water, Sewer & Sanitation Fund	45,335	45,335
	=====	=====

Note 6 LONG-TERM DEBT

Changes in Long-Term Liabilities. During the years ended December 31, 2019 and 2018, the following changes occurred in liabilities reported in the long-term liabilities of the city:

Governmental Activities:

	<u>2019</u>				
	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>December 31</u>	<u>Due Within</u> <u>One Year</u>
Notes Payable	16,484	-0-	6,048	10,436	6,207
	=====	=====	=====	=====	=====
	<u>2018</u>				
	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>December 31</u>	<u>Due Within</u> <u>One Year</u>
Notes Payable	29,117	-0-	5,893	16,484	6,048
	=====	=====	=====	=====	=====

Business-type Activities (Proprietary Funds):

	<u>2019</u>			<u>Balance</u> <u>December 31</u>	<u>Due Within</u> <u>One Year</u>
	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>		
Loans Payable	174,242		22,013	152,229	22,234
Revenue Bonds	220,000		15,000	205,000	15,000
Total	394,242	-0-	37,013	357,229	37,234
	=====	=====	=====	=====	=====

	<u>2018</u>			<u>Balance</u> <u>December 31</u>	<u>Due Within</u> <u>One Year</u>
	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>		
Loans Payable	196,038		21,796	174,242	22,014
Revenue Bonds	235,000		15,000	220,000	15,000
Total	431,038	-0-	36,796	394,242	37,014
	=====	=====	=====	=====	=====

Outstanding debt at December 31, 2019 consists of the following:

Governmental Activities:

General Obligation Debt. General obligation debt is a direct obligation and pledges the full faith and credit of the government. General obligation debt outstanding at December 31, 2019, is as follows:

Notes Payable. The city has entered into an agreement with U.S. Bank to finance the purchase of a Harper mower. Notes payable at December 31, 2019 are as follows:

\$30,000.00 Note Payable due in monthly payments of \$533.74 through August 7, 2021; interest is at 2.6%.	10,435.83
	=====

The annual requirements to amortize the outstanding notes payable are as follows:

<u>Year Ending</u> <u>December 31</u>	<u>Principal</u>	<u>Interest</u>
2020	6,207.19	197.69
2021	4,228.64	41.28
Total	10,435.83	238.97
	=====	=====

Business-type Activities:

General Obligation Debt. General obligation debt is a direct obligation and pledges the full faith and credit of the government. General obligation debt outstanding at December 31, 2019, is as follows:

Loans Payable. The city has entered into loan agreements for the construction of a new lift station and the costs related to connecting to Rural Water. Loans payable at December 31, 2019 are as follows:

\$100,000.00 Rural Development Community Capital Loan due in annual payments of \$10,558.21, including interest, through July 17, 2024; interest is at 1%.	51,243.53
\$125,000.00 Rural Development Community Capital Loan due in annual payments of \$13,197.76, including interest, through June 16, 2027; interest is at 1%.	100,985.00
Total Loans Payable	<u>152,228.53</u> =====

The annual requirements to amortize the outstanding loans payable are as follows:

<u>Year Ending December 31</u>	<u>Principal</u>	<u>Interest</u>
2020	22,233.68	1,522.29
2021	22,456.02	1,299.95
2022	22,680.58	1,075.39
2023	22,907.39	848.58
2024	23,136.46	619.51
2025-2027	38,814.40	778.86
Total	<u>152,228.53</u> =====	<u>6,144.58</u> =====

Revenue Bonds. The city has issued bonds whereby the city pledges income derived from the acquired or constructed assets to pay debt service. Revenue bonds outstanding at December 31, 2019 are as follows:

\$296,708.00 Water Revenue Bonds of 2011, due in annual installments of \$15,000.00 to \$20,000.00 through September 1, 2031; interest is at 2.5%.	205,000.00 =====
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The annual requirements to amortize the outstanding revenue bond debt are as follows:

<u>Year Ending December 31</u>	<u>Principal</u>	<u>Interest</u>
2020	15,000.00	5,125.00
2021	15,000.00	4,750.00
2022	15,000.00	4,375.00
2023	15,000.00	4,000.00
2024	15,000.00	3,625.00
2025-2029	90,000.00	12,125.00
2030-2031	40,000.00	1,500.00
Total	<u>205,000.00</u> =====	<u>35,500.00</u> =====

Note 7 DEFICIT FUND BALANCES

The following funds had deficit balances at December 31, 2019 and 2018:

	<u>2019</u>	<u>2018</u>
<u>Special Revenue Funds</u>		
Highway	(44,842.73)	(44,499.58)
Social Security	(5,742.60)	

The city plans to eliminate these deficits with future revenue collections and/or transfers from other funds.

Note 8 RISK MANAGEMENT

In 1986, state agencies and political subdivisions of the State of North Dakota joined together to form the North Dakota Insurance Reserve Fund (NDRIF), 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 NDRIF for its general liability, automobile and public assets insurance coverage. The coverage by NDRIF is limited to losses of \$2,000,000 per occurrence for general liability, \$1,000,000 per occurrence for automobile; and \$129,800 for public assets.

The city also participates in the North Dakota Fire and Tornado Fund and the State Bonding Fund. The city pays an annual premium to the Fire and Tornado Fund to cover property damage to buildings and personal property. Replacement cost coverage is provided by estimating replacement cost in consultation with the Fire and Tornado Fund. The Fire and Tornado Fund is reinsured by a third party insurance carrier for losses in excess of \$1,000,000 per occurrence during a 12 month period. The State Bonding Fund currently provides the city with a blanket fidelity bond coverage in the amount of \$163,000 for its employees. The State Bonding Fund does not currently charge any premium for this coverage.

The city has worker's compensation with the Department of Workforce Safety and Insurance; and purchases commercial insurance for employee health and accident insurance.

Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three fiscal years.

CITY OF SAWYER
Sawyer, North Dakota

Budgetary Comparison Schedule - Modified Cash Basis
General Fund
For the Year Ended December 31, 2019

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues:</u>				
Taxes	97,949.50	97,949.50	79,999.96	(17,949.54)
Licenses, Permits and Fees	1,320.00	1,320.00	3,165.00	1,845.00
Intergovernmental	28,910.00	28,910.00	35,897.21	6,987.21
Miscellaneous	200.00	200.00	7,991.80	7,791.80
Total Revenues	128,379.50	128,379.50	127,053.97	(1,325.53)
<u>Expenditures:</u>				
Current:				
General Government	81,220.00	81,220.00	68,754.82	12,465.18
Public Safety	1,000.00	1,000.00		1,000.00
Culture and Recreation	2,500.00	2,500.00	719.40	1,780.60
Total Expenditures	84,720.00	84,720.00	69,474.22	15,245.78
Net Change in Fund Balances	43,659.50	43,659.50	57,579.75	13,920.25
Fund Balance - January 1	172,227.36	172,227.36	172,227.36	
Fund Balance - December 31	215,886.86	215,886.86	229,807.11	13,920.25

CITY OF SAWYER
Sawyer, North Dakota

Budgetary Comparison Schedule - Modified Cash Basis
General Fund
For the Year Ended December 31, 2018

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues:</u>				
Taxes	72,707.50	72,707.50	72,593.10	(114.40)
Licenses, Permits and Fees	60.00	60.00	2,210.00	2,150.00
Intergovernmental	29,340.00	29,340.00	31,348.61	2,008.61
Miscellaneous	1,550.00	1,550.00	2,279.57	729.57
Total Revenues	103,657.50	103,657.50	108,431.28	4,773.78
<u>Expenditures:</u>				
Current:				
General Government	71,700.00	71,700.00	70,898.66	801.34
Public Safety			136.00	(136.00)
Streets and Public Works			1,227.50	(1,227.50)
Culture and Recreation	2,500.00	2,500.00	1,053.84	1,446.16
Total Expenditures	74,200.00	74,200.00	73,316.00	884.00
Net Change in Fund Balances	29,457.50	29,457.50	35,115.28	5,657.78
Fund Balance - January 1	137,112.08	137,112.08	137,112.08	
Fund Balance - December 31	166,569.58	166,569.58	172,227.36	5,657.78

CITY OF SAWYER
Sawyer, North Dakota

Budgetary Comparison Schedule - Modified Cash Basis
Highway Fund
For the Year Ended December 31, 2019

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues:</u>				
Intergovernmental	24,000.00	24,000.00	28,183.35	4,183.35
Charges for Services	8,700.00	8,700.00	9,223.07	523.07
Miscellaneous	15.00	15.00	69.34	54.34
Total Revenues	32,715.00	32,715.00	37,475.76	4,760.76
<u>Expenditures:</u>				
Current:				
Streets and Public Works	51,472.50	51,472.50	31,414.03	20,058.47
Debt Service:				
Principal	7,000.00	7,000.00	6,048.08	951.92
Interest and Service Charges	705.00	705.00	356.80	348.20
Total Expenditures	59,177.50	59,177.50	37,818.91	21,358.59
Net Change in Fund Balances	(26,462.50)	(26,462.50)	(343.15)	26,119.35
Fund Balance - January 1	(44,499.58)	(44,499.58)	(44,499.58)	
Fund Balance - December 31	(70,962.08)	(70,962.08)	(44,842.73)	26,119.35

CITY OF SAWYER
Sawyer, North Dakota

Budgetary Comparison Schedule - Modified Cash Basis
Highway Fund
For the Year Ended December 31, 2018

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues:</u>				
Intergovernmental	24,000.00	24,000.00	32,254.41	8,254.41
Charges for Services			2,401.31	2,401.31
Miscellaneous	15.00	15.00	560.00	545.00
Total Revenues	24,015.00	24,015.00	35,215.72	11,200.72
<u>Expenditures:</u>				
Current:				
Streets and Public Works	42,650.00	42,650.00	31,230.19	11,419.81
Debt Service:				
Principal	5,900.00	5,900.00	5,893.04	6.96
Interest and Service Charges	800.00	800.00	511.84	288.16
Total Expenditures	49,350.00	49,350.00	37,635.07	11,714.93
Net Change in Fund Balances	(25,335.00)	(25,335.00)	(2,419.35)	22,915.65
Fund Balance - January 1	(42,080.23)	(42,080.23)	(42,080.23)	
Fund Balance - December 31	(67,415.23)	(67,415.23)	(44,499.58)	22,915.65

CITY OF SAWYER
Sawyer, North Dakota

Notes to the Budgetary Comparison Schedules
December 31, 2019 and 2018

Note 1 SUMMARY OF SIGNIFICANT BUDGET POLICIES

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

The governing board holds a public hearing where any taxpayer may testify in favor of, or against, any proposed expenditures or tax levies requested in the preliminary budget. After the budget hearing and on or before October 7, the board adopts the final budget. The final budget must be filed with the county auditor by October 10. No expenditure shall be made, or liability incurred, in excess of the total appropriation by fund except as authorized by North Dakota Century Code Section 40-40-18. However, the governing board may amend the budget during the year for any revenues and appropriations not anticipated at the time the budget was prepared. The budget amendments must be approved by the board and the approval must be noted in the official proceedings of the board.

Note 2 LEGAL COMPLIANCE

The governing board did not amend the budgets during the years ended December 31, 2019 and 2018.

Excess of Actual Expenditures Over Budget

Expenditures exceeded budget in the following fund for the years ending December 31:

	<u>2019</u>	<u>2018</u>
<u>Special Revenue Fund</u>		
Social Security	1,176.88	1,192.27

No remedial action is anticipated or required by the city regarding these excess expenditures.

CITY OF SAWYER
Sawyer, North Dakota

Schedule of Fund Activity
Arising from Cash Transactions
For the Year Ended December 31, 2019

	Balance 1-1-19	Receipts	Transfers In	Transfers Out	Disbursements	Balance 12-31-19
<u>Major Governmental Funds</u>						
General Fund	172,227.36	127,053.97			69,474.22	229,807.11
Highway	(44,499.58)	37,475.76			37,818.91	(44,842.73)
Total Major Governmental Funds	127,727.78	164,529.73			107,293.13	184,964.38
<u>Non-Major Governmental Funds</u>						
Social Security	434.28				6,176.88	(5,742.60)
FEMA	12,185.48					12,185.48
Total Non-Major Governmental Funds	12,619.76				6,176.88	6,442.88
Total Governmental Funds	140,347.54	164,529.73			113,470.01	191,407.26
<u>Major Enterprise Fund</u>						
Water, Sewer & Sanitation:						
Operating	176,267.27	251,121.80			252,762.38	174,626.69
Line Looping	80,719.58	25,690.38			26,630.00	79,779.96
Total Major Enterprise Fund	256,986.85	276,812.18			279,392.38	254,406.65
Total All Funds	397,334.39	441,341.91			392,862.39	445,813.91

CITY OF SAWYER
Sawyer, North Dakota

Schedule of Fund Activity
Arising from Cash Transactions
For the Year Ended December 31, 2018

	Balance 1-1-18	Receipts	Transfers In	Transfers Out	Disbursements	Balance 12-31-18
<u>Major Governmental Funds</u>						
General Fund	137,112.08	108,431.28			73,316.00	172,227.36
Highway	(42,080.23)	35,215.72			37,635.07	(44,499.58)
Total Major Governmental Funds	95,031.85	143,647.00			110,951.07	127,727.78
<u>Non-Major Governmental Funds</u>						
Social Security	6,626.55				6,192.27	434.28
FEMA	12,185.48					12,185.48
Total Non-Major Governmental Funds	18,812.03				6,192.27	12,619.76
Total Governmental Funds	113,843.88	143,647.00			117,143.34	140,347.54
<u>Major Enterprise Fund</u>						
Water, Sewer & Sanitation:						
Operating	182,370.03	322,735.23			328,837.99	176,267.27
Line Looping	77,417.54	25,367.04			22,065.00	80,719.58
Total Major Enterprise Fund	259,787.57	348,102.27			350,902.99	256,986.85
Total All Funds	373,631.45	491,749.27			468,046.33	397,334.39

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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 Sawyer
Sawyer, 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, the business-type activities, each major fund and the aggregate remaining fund information of the City of Sawyer, Sawyer, North Dakota, as of and for the years ended December 31, 2019 and 2018, and the related notes to the financial statements, which collectively comprise the city's basic financial statements, and have issued our report thereon dated June 12, 2020.

Internal Control Over Financial Reporting

In planning and performing our audits of the financial statements, we considered the city'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 city's internal control. Accordingly, we 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 combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the city'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.

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 were not identified. Given these limitations, during our audits we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as items 2019-001 and 2019-002, that we consider to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the city's financial statements are free of 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 audits, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City's Response to Findings

The city's response to the findings identified in our audits are described in the accompanying *Schedule of Findings and Responses*. The city's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 city's internal control or on compliance. This is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the city's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Rath and Mehrer

Rath and Mehrer, P.C.

Bismarck, North Dakota

June 12, 2020

CITY OF SAWYER
Sawyer, North Dakota

Schedule of Findings and Responses
For the Years Ended December 31, 2019 and 2018

SECTION I - SUMMARY OF AUDIT RESULTS:

Financial Statements

Type of Auditor's Report Issued:

Governmental Activities	Unmodified-Modified Cash Basis
Business-Type Activities	Unmodified-Modified Cash Basis
Major Governmental Funds	Unmodified-Modified Cash Basis
Major Business-Type Funds	Unmodified-Modified Cash Basis
Aggregate Remaining Fund Information	Unmodified-Modified Cash Basis

Internal control over financial reporting:

* Material weakness(es) identified? Yes X No

* Significant deficiency(ies) identified? X Yes None Reported

Noncompliance Material to financial
statements noted? Yes X No

SECTION II - FINANCIAL STATEMENT FINDINGS:

Significant Deficiencies

1. 2019-001 Segregation of Duties

Criteria: To ensure adequate internal control over financial reporting and prevent material misstatements due to errors or fraud, there should be a segregation of the functions of approval, custody of assets, posting and reconciliation.

Condition: The city has one person responsible for most accounting functions. The employee is responsible to collect monies, deposit monies, issue checks, send checks to vendors, record receipts and disbursements in journals, maintain the general ledger and prepare bank reconciliations.

Cause: The city does not have a large enough staff to properly segregate all duties.

Effect: A lack of segregation of duties leads to a limited degree of internal control.

Recommendation: We recommend that management and the governing board be aware of the lack of segregation of duties and implement controls whenever possible to mitigate this risk.

Views of Responsible Officials: The city is aware of the condition and segregates duties whenever possible.

2. 2019-002 Financial Statement Preparation

Criteria: A good system of internal controls requires the city to determine that the financial statements are prepared based on accounting principles generally accepted in the United States of America. This means that the city must maintain knowledge of current accounting principles and required financial statement disclosures.

Condition: The city's financial statements, including the accompanying note disclosures, are prepared by the city's external auditors.

Cause: The city feels it is more cost effective to have their external auditors prepare the complete financial statements and disclosures, rather than invest in ongoing specialized training that would be necessary.

Effect: Without the assistance of the auditors, the financial statements could be misstated or omit material financial statement disclosures.

Recommendation: We recommend that management be aware of this condition and be prepared and able to provide all necessary information and schedules to complete the financial statements and disclosures; and review and approve them prior to distribution.

Views of Responsible Officials: The city will continue to have the external auditors prepare the financial statements, including note disclosures, but will review and approve them prior to external distribution.