

**City of Silver Bay  
Lake County, Minnesota**

**Financial Statements**

**December 31, 2018**

**City of Silver Bay  
Table of Contents**

<b>Elected Officials and Administration</b>	1
<b>Independent Auditor's Report</b>	2
<b>Management's Discussion and Analysis</b>	5
<b>Financial Statements</b>	
Government-Wide Financial Statements	
Statement of Net Position	14
Statement of Activities	15
Fund Financial Statements	
Balance Sheet – Governmental Funds	16
Reconciliation of the Balance Sheet to the Statement of Net Position – Governmental Funds	19
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	20
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities – Governmental Funds	22
Statement of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual – General Fund	23
Statement of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual – Mary MacDonald Business Center Special Revenue Fund	25
Statement of Net Position – Proprietary Funds	26
Statement of Revenues, Expenses, and Changes in Net Position – Proprietary Funds	27
Statement of Cash Flows – Proprietary Funds	28
Notes to Financial Statements	29
<b>Required Supplementary Information</b>	
Schedule of City's Proportionate Share of Net Pension Liability – General Employees Retirement Fund	62
Schedule of City's Proportionate Share of Net Pension Liability – Public Employees Police and Fire Retirement Fund	62
Schedule of City Contributions – General Employees Retirement Fund	63
Schedule of City Contributions – Public Employees Police and Fire Retirement Fund	63
Schedule of Changes in Net Pension Liability and Related Ratios – Fire Relief Association	64
Schedule of City Contributions and Non-Employer Contributing Entities – Fire Relief Association	65
Notes to Required Supplementary Information	66

**City of Silver Bay  
Table of Contents**

<b>Supplementary Information</b>	
Combining Balance Sheet – Nonmajor Governmental Funds	70
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Nonmajor Governmental Funds	72
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual – General Fund	74
Analysis of Changes in Fund Balance – Public Works Reserve Fund	76
<b>Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i></b>	79
<b>Minnesota Legal Compliance</b>	81
<b>Schedule of Findings and Responses on Internal Control</b>	82

**City of Silver Bay  
Elected Officials and Administration  
December 31, 2018**

<u>Elected Officials</u>	<u>Position</u>	<u>Term Expires</u>
Scott Johnson	Mayor	December 31, 2018
Shane Hoff	Council Member	December 31, 2018
Carlene Perfetto	Council Member	December 31, 2020
Dustin Goutermont	Council Member	December 31, 2020
Richard DeRosier	Council Member	December 31, 2018
<u>Administration</u>		
Lana Fralich	City Administrator	
Cheryl Marolt	Deputy Clerk	

## Independent Auditor's Report

Honorable Mayor and Members  
of the City Council  
City of Silver Bay  
Silver Bay, Minnesota

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Silver Bay, Minnesota, as of and for the year ended December 31, 2018, and the related notes to 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 accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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.

## **Auditor's Responsibility (Continued)**

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 in the first paragraph present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Silver Bay, Minnesota, as of December 31, 2018, and the respective changes in financial position and, where applicable, cash flows thereof, and the budgetary comparison for the General Fund and the Mary MacDonald Business Center Special Revenue Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, which follows this report letter, and Required Supplementary Information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the Required Supplementary Information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Silver Bay's basic financial statements. The supplementary information identified in the Table of Contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

## Other Matters (Continued)

### *Other Information (Continued)*

The combining and individual nonmajor fund financial statements and other supplementary information 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 audit 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 combining and individual nonmajor fund financial statements and other supplementary information 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 March 5, 2019 on our consideration of the City of Silver Bay's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the 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 of Silver Bay's internal control over financial reporting and compliance.

Bergan KDV, Ltd.

St. Cloud, Minnesota  
March 5, 2019

**City of Silver Bay  
Management's Discussion and Analysis  
(Pages 5 to 12 Unaudited)**

This section of the City of Silver Bay's (the "City") annual financial report presents a discussion and analysis of the City's financial performance during the year ended December 31, 2018. Please read it in conjunction with the City's basic financial statements following this section. Comparative information from 2017 has been included as required.

**FINANCIAL HIGHLIGHTS**

- The net position of the City was \$17,166,267 in 2018 and \$17,167,756 in 2017. Of these amounts, \$7,349,275 in 2018 and \$6,232,829 in 2017 may be used to meet the City's ongoing obligations to citizens and creditors in accordance with the City's fund designations and fiscal policies.
- In 2018, the total net position remained relatively flat with only a slight decrease of \$1,489. Governmental Activities net position decreased by \$810,992 but was offset by the increase in the Business-Type Activities net position of \$809,503. The decrease in Governmental Activities was due to the reported loss on disposal for the sale of the Biofuel Greenhouse. There was an increase due to Capital equipment purchases of an Oshkosh snowblower (\$82,950), Tymco street Sweeper (\$22,223), Toro Groundsmaster (\$23,376), Toro Workman (\$12,887), snowplow (\$10,705), and a colored copier (\$8,605). There was an increase for the capital outlay of new arena solar lights (\$13,925). In 2017, the total net position increased by \$839,062. A large portion of this increase was due to the capital purchase of a new Fire Pumper Tanker (\$245,951), the upgrading of windows, doors, and kitchen at the golf course (\$44,271) and the purchase of a new 1-ton dump truck in the Parks and Rec Department (\$43,711). There was also an increase for the upgrading of the water utilities relating to the Horn Boulevard Construction in Progress (\$144,234) and replacement of the POS system at the Liquor Store (\$10,514). Other capital purchases (\$76,597) related to small capital purchases in the Police, Street, Library, Parks and Rec, and the Public Works Fund. Furthermore, the Water and Sewer funds saw revenue increases due to increased usage by commercial accounts.
- The City's governmental funds reported a combined ending fund balance in the amount of \$4,599,730 for 2018 which is an increase of \$376,005 over the 2017 amount of \$4,223,725.
- At the end of 2018, the total fund balance for the General Fund was \$2,171,003 (\$1,535 restricted, and \$2,169,468 unassigned), or 96%, of the total General Fund expenditures of \$2,259,433. At the end of 2017, the total fund balance for the General Fund was \$2,093,881 (\$1,535 restricted and \$2,092,346 unassigned), or 101.4%, of the total General Fund expenditures of \$2,064,247.

**USING THE FINANCIAL SECTION OF THIS STATEMENT**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the City as a whole and present a longer-term view of the City's finances. Fund financial statements are presented after the Statement of Activities. Fund financial statements report the City's operations in more detail than the government-wide statements by providing information about the City's funds.

**City of Silver Bay  
Management's Discussion and Analysis  
(Pages 5 to 12 Unaudited)**

**STATEMENT OF NET POSITION AND STATEMENT OF ACTIVITIES**

Our analysis of the City begins with the Statement of Net Position and the Statement of Activities. One of the most important questions asked about the City's finances is, "is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These Statements include all assets, deferred outflows of resources, liabilities, and deferred inflows of resources using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's net position and changes in them. The City's net position, which is the difference between assets and deferred outflows and liabilities and deferred inflows of resources, is one way to measure the City's financial health or financial position. Over time, increases or decreases in the City's net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other nonfinancial factors, however, to assess the overall health of the City.

**FUND FINANCIAL STATEMENTS**

Our analysis of the City's major funds begins with the fund financial statements and provides detailed information about the most significant funds, not the City as a whole. Some funds are required to be established by state law and by bond covenants. However, the City Council establishes other funds to help it control and manage money for particular purposes or to show it is meeting legal responsibilities for using certain taxes, grants and other money (like grants received). The City's two kinds of funds, governmental and proprietary, use different accounting approaches.

**Governmental Funds**

Most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in reconciliations after the fund financial statements.

**Proprietary Funds**

When the City charges customers for the services it provides, whether to outside customers or to other units of the City, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way all activities are reported in the Statement of Net Position and Statement of Activities. In fact, the City's Enterprise Funds are the same as the business-type activities reported in the government-wide statements but provide more detail and additional information, such as cash flows, for proprietary funds.

**City of Silver Bay  
Management's Discussion and Analysis  
(Pages 5 to 12 Unaudited)**

**STATEMENT OF NET POSITION**

The City's combined net position increased from a year ago. Our analysis below and on the next page focuses on the net position (Table 1) and changes in net position (Table 2) of the City's governmental and business-type activities.

**Statement of Net Position - Table 1**

	Governmental Activities <u>2017</u>	Business-Type Activities <u>2017</u>	Total <u>2017</u>	Governmental Activities <u>2018</u>	Business-Type Activities <u>2018</u>	Total <u>2018</u>
<b>Assets</b>						
Current and other assets	\$ 4,517,631	\$ 4,013,333	\$ 8,530,964	\$ 5,107,766	\$ 4,650,570	\$ 9,758,336
Capital assets	6,585,664	5,078,340	11,664,004	5,245,582	5,168,484	10,414,066
Total assets	<u>\$ 11,103,295</u>	<u>\$ 9,091,673</u>	<u>\$ 20,194,968</u>	<u>\$ 10,353,348</u>	<u>\$ 9,819,054</u>	<u>\$ 20,172,402</u>
<b>Deferred Outflows of Resources</b>	<u>\$ 884,971</u>	<u>\$ 106,229</u>	<u>\$ 991,200</u>	<u>\$ 638,345</u>	<u>\$ 62,254</u>	<u>\$ 700,599</u>
<b>Liabilities</b>						
Current and other liabilities	\$ 199,197	\$ 251,889	\$ 451,086	\$ 286,177	\$ 203,174	\$ 489,351
Long-term liabilities	1,687,808	766,809	2,454,617	1,418,544	677,821	2,096,365
Total liabilities	<u>1,887,005</u>	<u>1,018,698</u>	<u>2,905,703</u>	<u>1,704,721</u>	<u>880,995</u>	<u>2,585,716</u>
<b>Deferred Inflows of Resources</b>	<u>1,017,260</u>	<u>95,449</u>	<u>1,112,709</u>	<u>1,013,963</u>	<u>107,055</u>	<u>1,121,018</u>
<b>Net Position</b>						
Net investment in capital assets	6,235,883	4,625,340	10,861,223	4,933,619	4,828,484	9,762,103
Restricted	73,704	-	73,704	54,889	-	54,889
Unrestricted	2,774,414	3,458,415	6,232,829	3,284,501	4,064,774	7,349,275
Total net position	<u>9,084,001</u>	<u>8,083,755</u>	<u>17,167,756</u>	<u>8,273,009</u>	<u>8,893,258</u>	<u>17,166,267</u>
Total liabilities, deferred inflows of resources, and net position	<u>\$ 11,988,266</u>	<u>\$ 9,197,902</u>	<u>\$ 21,186,168</u>	<u>\$ 10,991,693</u>	<u>\$ 9,881,308</u>	<u>\$ 20,873,001</u>

**City of Silver Bay  
Management's Discussion and Analysis  
(Pages 5 to 12 Unaudited)**

**GOVERNMENTAL ACTIVITIES**

Total net position of the City's governmental activities increased in 2017 by \$10,914 or 0.1%, but decreased in 2018 by \$810,992 or 9%.

Unrestricted net position, the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation or other legal requirements, totaled \$3,284,501 in 2018 and \$2,774,414 in 2017. This is an increase of \$510,087 or 1.8%, which is considered stable operations.

Current and other assets totaled \$5,107,766 in 2018 and \$4,517,631 in 2017. Cash in the General Fund increased by \$137,881 in 2018 after a slight increase of \$16,993 in 2017. The City experienced an increase in both total revenues and total expenditures in the General Fund in 2018. The total increase in revenues was \$358,343 from the previous year and expenditures increased \$195,186 from the previous year.

Cash in the Public Works Reserve Fund increased by \$32,056 in 2018 after decreasing by \$106,282 in 2017. In both 2018 and 2017, additional funds were added from levy dollars for vehicle replacement plan and sidewalks. In 2018 and 2017, only a portion of the levy dollars and some reserves were expended due to the timing of purchases. General Fund transfers were also made in 2018 and 2017 for the AmericInn and Biofuel Food Greenhouse.

**City of Silver Bay  
Management's Discussion and Analysis  
(Pages 5 to 12 Unaudited)**

**STATEMENT OF ACTIVITIES**

The net position of the City's business-type activities increased by \$809,503 in 2018 after increasing by \$828,148 in 2017. The increases in 2018 and 2017 were due to the increase in charges for services, increased usage of services, and capital grants/improvements for the year. The following table indicates the changes in net position for the City's governmental and business-type activities.

**Statement of Activities - Table 2**

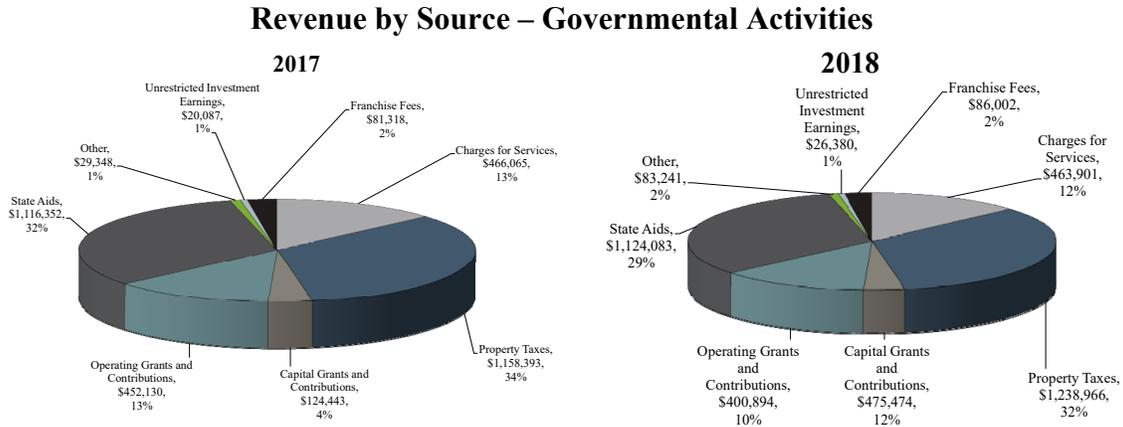
	Governmental Activities <u>2017</u>	Business-Type Activities <u>2017</u>	Total <u>2017</u>	Governmental Activities <u>2018</u>	Business-Type Activities <u>2018</u>	Total <u>2018</u>
<b>Revenues</b>						
Program revenues						
Charges for services	\$ 466,065	\$ 2,963,978	\$ 3,430,043	\$ 463,901	\$ 2,950,182	\$ 3,414,083
Operating grants and contributions	452,130	-	452,130	400,894	-	400,894
Capital grants and contributions	124,443	-	124,443	475,474	-	475,474
General revenues						
Property taxes	1,158,393	-	1,158,393	1,238,966	-	1,238,966
Franchise fees	81,318	-	81,318	86,002	-	86,002
State aids	1,116,352	466	1,116,818	1,124,083	-	1,124,083
Transfers	-	-	-	24,388	(24,388)	-
Other	29,348	2,701	32,049	58,853	12,199	71,052
Unrestricted investment earnings	20,087	18,380	38,467	26,380	30,220	56,600
<b>Total revenues</b>	<b>\$ 3,448,136</b>	<b>\$ 2,985,525</b>	<b>\$ 6,433,661</b>	<b>\$ 3,898,941</b>	<b>\$ 2,968,213</b>	<b>\$ 6,867,154</b>
<b>Expenses</b>						
General services	\$ 565,185	\$ -	\$ 565,185	\$ 1,749,479	\$ -	\$ 1,749,479
Public safety	695,547	-	695,547	611,198	-	611,198
Public works	719,438	-	719,438	684,903	-	684,903
Culture and recreation	1,168,544	-	1,168,544	1,483,631	-	1,483,631
Economic development	143,256	-	143,256	44,899	-	44,899
Airport	134,175	-	134,175	126,721	-	126,721
Interest on long-term debt	11,077	-	11,077	9,102	-	9,102
Water utility	-	641,951	641,951	-	674,820	674,820
Sewer utility	-	590,402	590,402	-	509,584	509,584
Municipal liquor	-	925,024	925,024	-	974,306	974,306
<b>Total expenses</b>	<b>3,437,222</b>	<b>2,157,377</b>	<b>5,594,599</b>	<b>4,709,933</b>	<b>2,158,710</b>	<b>6,868,643</b>
<b>Change in net position</b>	<b>10,914</b>	<b>828,148</b>	<b>839,062</b>	<b>(810,992)</b>	<b>809,503</b>	<b>(1,489)</b>
<b>Net Position</b>						
Beginning of year, restated	9,073,087	7,255,607	16,328,694	9,084,001	8,083,755	17,167,756
End of year	\$ 9,084,001	\$ 8,083,755	\$ 17,167,756	\$ 8,273,009	\$ 8,893,258	\$ 17,166,267

**City of Silver Bay  
Management's Discussion and Analysis  
(Pages 5 to 12 Unaudited)**

**GOVERNMENTAL ACTIVITIES**

**Revenues**

The following chart visually illustrates the City's revenue by source for its governmental activities:



Revenues and transfers for the City's governmental activities totaled \$3,898,941 for 2018 and \$3,448,136 for 2017. The major components of these revenues are explained as follows:

Charges for services revenue totaled \$463,901 in 2018 and \$466,065 in 2017 and were collected through the Marina Fund and various recreation programs. Some fees come from public safety.

Capital grants and contributions totaled \$475,474 in 2018 and \$124,443 in 2017. In 2018, the majority was to fund the Capital Equipment purchases, improvements made to the Arena, and the Horn Boulevard project upgrade. Small grants were received for the Arena LED solar light project and Prairie Fire Theatre. In 2017, the majority was to fund Black Beach and the Beaver River Restoration Project. Small grants were received for Prairie Fire Theatre and equipment.

The City's property tax and state aid revenues totaled \$2,363,049 and were 61% of the City's total revenue in 2018. In 2017, they totaled \$2,274,745 and were 66% of the City's total revenue. Included in these revenues are taconite state aids, Local Government Aid (LGA) and general property taxes. Taconite aids are generated by mining activities and allocated by the State of Minnesota based on various formulas.

In 2018 and 2017, interest (now known as Unrestricted Investment Earnings) slightly increased which was a result from better economic conditions.

Franchise fees generated \$86,002 in funding for 2018. In 2017, these fees resulted in \$81,318 in funding.

**Expenses**

The City's expenses for governmental activities totaled \$4,709,933 for 2018 and \$3,437,222 for 2017 and were consistent with budgeted expectations.

**City of Silver Bay  
Management's Discussion and Analysis  
(Pages 5 to 12 Unaudited)**

**BUSINESS-TYPE ACTIVITIES**

**Revenues**

The City's business-type revenues totaled \$2,992,601 for 2018 and \$2,985,525 for 2017. The Municipal Liquor Fund generated operating revenues of \$1,031,823 in 2018 versus \$968,957 in 2017. Operating revenues in water and sewer decreased. All business-types saw a slight increase in interest income.

**Expenses**

Business-type expenses totaled \$2,158,710 for 2018 and \$2,157,377 for 2017. The municipal liquor operating expenses for 2018 increased by \$49,282 or 5%, while the operating revenues increased by \$62,866 or 6%. In 2017, operating expenses increased \$10,204, or 2.9% while operating revenues increased \$47,783 or 5.2%. As a result, an operating income of \$57,517 happened in 2018 and an operating income of \$44,212 happened in 2017. Expenses in the Water Utility Fund increased in 2018 to \$668,112 after 2017 saw a decrease to \$633,541. Sewer expenses for 2018 decreased to \$509,131, while 2017 expenses showed an increase to \$589,146.

**FINANCIAL ANALYSIS OF THE CITY'S MAJOR FUNDS**

**General Fund**

The City's 2018 General Fund balance was \$2,171,003 which was a \$77,122 increase or 4% over 2017's General Fund balance of \$2,093,881.

**Mary MacDonald Fund**

The Mary MacDonald Fund balance for 2018 was \$322,477, which increased \$20,102 over the 2017 fund balance of \$302,375.

**Debt Service Fund**

The \$1,876 increase in this Fund's balance to \$30,828 was due to timing of payment of special assessment and the addition of the bond payment for the Mary MacDonald roofing project.

**Public Works Reserve**

The Public Works Reserve Fund balance for 2018 increased to \$627,879. In 2017, the fund balance was \$598,744. The increase was a result of funding for the Business Park, vehicle replacement expenses, sidewalk repairs and from General Fund transfers of property tax to reimburse business park improvements.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

Over the course of the year, the City Council reviewed and revised the City's General Fund budget to reflect current trends in operations.

**City of Silver Bay  
Management's Discussion and Analysis  
(Pages 5 to 12 Unaudited)**

**CAPITAL ASSETS**

At the end of 2017, the City had \$11,664,004 invested in a broad range of capital assets (refer to Note 4 for a schedule showing the City's capital asset activity). At the end of 2018, the City had \$10,414,066 invested in a broad range of capital assets. The City's fiscal year 2019 capital budget calls for continued spending for capital projects, including infrastructure, building renovations and future investments in technology and equipment.

**LONG-TERM DEBT**

At 2018 year-end, the City had \$957,658 in notes, leases and compensated absences outstanding. The majority, \$340,000, is related to utility loans from the State of Minnesota PFA Fund for capital improvements in the Water Fund (refer to Note 6 for further information) and \$311,963 for the outstanding Revenue Note for the Mary Mac Roof project. The City also has \$1,369,800 in net pension liability related to GASB 68 (refer to Note 11 for further information).

At 2017 year-end, the City had \$1,096,533 in notes, leases, and compensated absences outstanding. The majority, \$453,000 is related to utility loans from the State of Minnesota PFA Fund for capital improvements in the Water and Sewer Funds (refer to Note 6 for further information). In addition, \$331,707 is for a Revenue Note for the Mary Mac Roof Project. The City also has \$1,652,836 in net pension liability related to GASB 68 during 2017 (refer to Note 11 for further information).

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The City's appointed officials considered many factors when setting the fiscal year 2019 budget, rates and fees that will be charged for the general and business-type activities for the City. The major factor in the development of the 2019 budget was to prepare a balanced budget based upon historical trends, known future expectations, and estimated increases/decreases due to trends in the economy. The budget was prepared and analyzed by individual object codes.

The Water and Sewer rates for 2019 remained the same as the rates for 2018.

**CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, customers, and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City of Silver Bay at 7 Davis Drive, Silver Bay, Minnesota 55614, (218) 226-4408.

## **BASIC FINANCIAL STATEMENTS**

**City of Silver Bay  
Statement of Net Position  
December 31, 2018**

	Governmental Activities	Business-Type Activities	Total
<b>Assets</b>			
Cash and investments (including cash equivalents)	\$ 4,292,600	\$ 4,388,916	\$ 8,681,516
Property tax receivable	66,689	-	66,689
Accounts receivable	48,872	103,301	152,173
Interest receivable	11,521	12,025	23,546
Due from other governments	371,870	9,914	381,784
Loan receivable	29,136	-	29,136
Inventory	3,844	136,414	140,258
Net pension asset - Fire Relief Association	283,234	-	283,234
Capital assets not being depreciated			
Land	936,427	37,463	973,890
Construction in progress	159,229	320,288	479,517
Capital assets being depreciated			
Buildings and building improvements	4,276,930	7,591,633	11,868,563
Improvements other than buildings	3,298,334	1,119,224	4,417,558
Vehicles, machinery, and equipment	3,438,657	1,345,596	4,784,253
Less accumulated depreciation	<u>(6,863,995)</u>	<u>(5,245,720)</u>	<u>(12,109,715)</u>
Total assets	<u>10,353,348</u>	<u>9,819,054</u>	<u>20,172,402</u>
<b>Deferred Outflows of Resources</b>			
Deferred outflows of resources related to pensions	<u>638,345</u>	<u>62,254</u>	<u>700,599</u>
Total assets and deferred outflows of resources	<u>\$ 10,991,693</u>	<u>\$ 9,881,308</u>	<u>\$ 20,873,001</u>
<b>Liabilities</b>			
Accounts payable	\$ 87,322	\$ 98,288	\$ 185,610
Due to other governments	535	14,314	14,849
Salaries and benefits payable	32,004	12,841	44,845
Interest payable	1,810	2,028	3,838
Unearned revenue	9,116	-	9,116
Bond principal payable			
Payable within one year	20,288	-	20,288
Payable after one year	291,675	-	291,675
Notes payable			
Payable within one year	-	40,000	40,000
Payable after one year	-	300,000	300,000
Compensated absences payable			
Payable within one year	135,102	35,703	170,805
Payable after one year	100,414	34,476	134,890
Net pension liability	<u>1,026,455</u>	<u>343,345</u>	<u>1,369,800</u>
Total liabilities	<u>1,704,721</u>	<u>880,995</u>	<u>2,585,716</u>
<b>Deferred Inflows of Resources</b>			
Deferred inflows of resources related to pensions	984,827	107,055	1,091,882
Unavailable revenue - loan receivable	29,136	-	29,136
Total deferred inflows of resources	<u>1,013,963</u>	<u>107,055</u>	<u>1,121,018</u>
<b>Net Position</b>			
Net investment in capital assets	4,933,619	4,828,484	9,762,103
Restricted	54,889	-	54,889
Unrestricted	<u>3,284,501</u>	<u>4,064,774</u>	<u>7,349,275</u>
Total net position	<u>8,273,009</u>	<u>8,893,258</u>	<u>17,166,267</u>
Total liabilities, deferred inflows of resources, and net position	<u>\$ 10,991,693</u>	<u>\$ 9,881,308</u>	<u>\$ 20,873,001</u>

**City of Silver Bay  
Statement of Activities  
Year Ended December 31, 2018**

Functions/Programs	Expenses	Program Revenue			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
<b>Governmental activities</b>							
General government	\$ 1,749,479	\$ -	\$ 2,495	\$ -	\$ (1,746,984)	\$ -	\$ (1,746,984)
Public safety	611,198	73,075	86,657	-	(451,466)	-	(451,466)
Public works	684,903	1,464	31,034	952	(651,453)	-	(651,453)
Culture and recreation	1,483,631	379,452	228,780	472,522	(402,877)	-	(402,877)
Economic development	44,899	-	29,384	2,000	(13,515)	-	(13,515)
Airport	126,721	9,910	22,544	-	(94,267)	-	(94,267)
Interest on long-term debt	9,102	-	-	-	(9,102)	-	(9,102)
Total governmental activities	<u>4,709,933</u>	<u>463,901</u>	<u>400,894</u>	<u>475,474</u>	<u>(3,369,664)</u>	<u>-</u>	<u>(3,369,664)</u>
<b>Business-type activities</b>							
Water	674,820	1,037,386	-	-	-	362,566	362,566
Sewer	509,584	880,973	-	-	-	371,389	371,389
Municipal liquor	974,306	1,031,823	-	-	-	57,517	57,517
Total business-type activities	<u>2,158,710</u>	<u>2,950,182</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>791,472</u>	<u>791,472</u>
<b>Total governmental and business-type activities</b>	<u>\$ 6,868,643</u>	<u>\$ 3,414,083</u>	<u>\$ 400,894</u>	<u>\$ 475,474</u>	<u>(3,369,664)</u>	<u>791,472</u>	<u>(2,578,192)</u>
<b>General revenues</b>							
Property and taconite taxes					1,238,966	-	1,238,966
Franchise fees					86,002	-	86,002
State aids					1,124,083	-	1,124,083
Unrestricted investment earnings					26,380	30,220	56,600
Other general revenue					29,247	12,199	41,446
Gain on sale of asset					29,606	-	29,606
Transfers					24,388	(24,388)	-
Total general revenues and transfers					<u>2,558,672</u>	<u>18,031</u>	<u>2,576,703</u>
Change in net position					(810,992)	809,503	(1,489)
Net position - beginning					9,084,001	8,083,755	17,167,756
Net position - ending					<u>\$ 8,273,009</u>	<u>\$ 8,893,258</u>	<u>\$ 17,166,267</u>

5 See notes to financial statements.

**City of Silver Bay**  
**Balance Sheet - Governmental Funds**  
**December 31, 2018**

		<u>Special Revenue</u>	<u>Debt Service</u>
		Mary MacDonald Business Center	Debt Service
	<u>General (101)</u>	<u>(265)</u>	<u>(352)</u>
<b>Assets</b>			
Cash and investments	\$ 1,967,200	\$ 315,775	\$ 30,744
Taxes receivable - delinquent	54,146	-	-
Accounts receivable	1,177	35,194	-
Interest receivable	5,293	925	84
Due from other funds	18,323	-	-
Due from other governments	237,678	-	-
Loan receivable	29,136	-	-
Inventory	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total assets	<u>\$ 2,312,953</u>	<u>\$ 351,894</u>	<u>\$ 30,828</u>
<b>Liabilities</b>			
Accounts payable	\$ 34,606	\$ 24,655	\$ -
Due to other funds	-	-	-
Due to other governments	44	197	-
Salaries and benefits payable	24,018	-	-
Unearned revenue	-	4,565	-
	<u>58,668</u>	<u>29,417</u>	<u>-</u>
Total liabilities	<u>58,668</u>	<u>29,417</u>	<u>-</u>
<b>Deferred Inflows of Resources</b>			
Unavailable revenue - property taxes	54,146	-	-
Unavailable revenue - loans receivable	29,136	-	-
	<u>83,282</u>	<u>-</u>	<u>-</u>
Total deferred inflows of resources	<u>83,282</u>	<u>-</u>	<u>-</u>
<b>Fund Balances</b>			
Nonspendable	-	-	-
Restricted	1,535	-	30,828
Assigned	-	322,477	-
Unassigned	2,169,468	-	-
	<u>2,171,003</u>	<u>322,477</u>	<u>30,828</u>
Total fund balances	<u>2,171,003</u>	<u>322,477</u>	<u>30,828</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 2,312,953</u>	<u>\$ 351,894</u>	<u>\$ 30,828</u>

Capital Projects

Public Works Reserve (401)	Nonmajor Governmental Funds	Total Governmental Funds
\$ 601,741	\$ 1,377,140	\$ 4,292,600
9,648	2,895	66,689
40	12,461	48,872
1,755	3,464	11,521
-	-	18,323
24,360	109,832	371,870
-	-	29,136
-	3,844	3,844
<u>\$ 637,544</u>	<u>\$ 1,509,636</u>	<u>\$ 4,842,855</u>
\$ 17	\$ 28,044	\$ 87,322
-	18,323	18,323
-	294	535
-	7,986	32,004
-	4,551	9,116
<u>17</u>	<u>59,198</u>	<u>147,300</u>
9,648	2,895	66,689
-	-	29,136
<u>9,648</u>	<u>2,895</u>	<u>95,825</u>
-	3,844	3,844
-	24,336	56,699
627,879	1,433,528	2,383,884
-	(14,165)	2,155,303
<u>627,879</u>	<u>1,447,543</u>	<u>4,599,730</u>
<u>\$ 637,544</u>	<u>\$ 1,509,636</u>	<u>\$ 4,842,855</u>

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**City of Silver Bay  
Reconciliation of the Balance Sheet to  
the Statement of Net Position - Governmental Funds  
December 31, 2018**

Total fund balances - governmental funds	\$ 4,599,730
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported as assets in governmental funds.	
Cost of capital assets	12,109,577
Less accumulated depreciation	(6,863,995)
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported as liabilities in the funds. Long-term liabilities at year-end consist of:	
Bond principal payable	(311,963)
Compensated absences payable	(235,516)
Net pension liability	(1,026,455)
Delinquent receivables will be collected in subsequent years, but are not available soon enough to pay for the current period's expenditures and, therefore, are deferred in the funds.	
Property taxes	66,689
Deferred outflows of resources and deferred inflows of resources are created as a result of various differences related to pensions that are not recognized in the governmental funds.	
Deferred inflows of resources related to pension	(984,827)
Deferred outflows of resources related to pension	638,345
Fire Relief Association net pension asset created through contributions to a defined benefit pension plan which is not recognized in the governmental funds.	
	283,234
Governmental funds do not report a liability for accrued interest on long-term debt until due and payable.	
	<u>(1,810)</u>
Total net position - governmental activities	<u>\$ 8,273,009</u>

**City of Silver Bay**  
**Statement of Revenues, Expenditures, and**  
**Changes in Fund Balances - Governmental Funds**  
**Year Ended December 31, 2018**

	General (101)	Special Revenue Mary MacDonald Business Center (265)	Debt Service Debt Service (352)
<b>Revenues</b>			
General property taxes	\$ 889,375	\$ -	\$ -
Franchise fees	9,923	-	-
Special assessments	-	-	20,274
Licenses and permits	7,423	-	-
Intergovernmental	1,575,905	-	-
Charges for services	61,931	176,220	-
Fines and forfeitures	5,185	-	-
Miscellaneous			
Investment income	12,067	2,203	188
Contributions and donations	3,325	-	-
Loan repayments	12,323	-	-
Other	9,494	403	-
Total revenues	<u>2,586,951</u>	<u>178,826</u>	<u>20,462</u>
<b>Expenditures</b>			
Current			
General government	494,133	-	-
Public safety	639,995	-	-
Public works	519,067	-	-
Culture and recreation	27,417	128,158	-
Economic development	-	-	-
Airport	-	-	-
Debt service			
Principal	-	-	37,818
Interest and other charges	-	-	9,635
Capital outlay			
General government	32,891	-	-
Public safety	14,087	-	-
Public works	129,900	-	-
Culture and recreation	401,943	1,699	-
Economic development	-	-	-
Total expenditures	<u>2,259,433</u>	<u>129,857</u>	<u>47,453</u>
Excess of revenues over (under) expenditures	327,518	48,969	(26,991)
<b>Other Financing Sources (Uses)</b>			
Proceeds from sale of capital asset	8,775	-	-
Insurance recoveries	2,856	-	-
Transfers in	115,878	-	28,867
Transfers out	(377,905)	(28,867)	-
Total other financing sources (uses)	<u>(250,396)</u>	<u>(28,867)</u>	<u>28,867</u>
Net change in fund balances	77,122	20,102	1,876
<b>Fund Balances</b>			
Beginning of year	<u>2,093,881</u>	<u>302,375</u>	<u>28,952</u>
End of year	<u>\$ 2,171,003</u>	<u>\$ 322,477</u>	<u>\$ 30,828</u>

See notes to financial statements.

Capital Projects

Public Works Reserve (401)	Nonmajor Governmental Funds	Total Governmental Funds
\$ 165,241	\$ 175,129	\$ 1,229,745
-	76,079	86,002
-	-	20,274
-	-	7,423
20,440	339,200	1,935,545
2,480	208,716	449,347
-	17,024	22,209
3,974	7,948	26,380
-	21,833	25,158
-	-	12,323
289	22,286	32,472
<u>192,424</u>	<u>868,215</u>	<u>3,846,878</u>
-	-	494,133
-	-	639,995
14,370	7,579	541,016
-	769,986	925,561
-	35,829	35,829
-	24,406	24,406
-	-	37,818
-	-	9,635
-	-	32,891
-	-	14,087
66,971	-	196,871
-	162,769	566,411
-	9,070	9,070
<u>81,341</u>	<u>1,009,639</u>	<u>3,527,723</u>
111,083	(141,424)	319,155
-	20,831	29,606
-	-	2,856
33,930	368,363	547,038
(115,878)	-	(522,650)
<u>(81,948)</u>	<u>389,194</u>	<u>56,850</u>
29,135	247,770	376,005
<u>598,744</u>	<u>1,199,773</u>	<u>4,223,725</u>
<u>\$ 627,879</u>	<u>\$ 1,447,543</u>	<u>\$ 4,599,730</u>

**City of Silver Bay  
Reconciliation of the Statement of Revenues,  
Expenditures, and Changes in Fund Balances  
to the Statement of Activities - Governmental Funds  
Year Ended December 31, 2018**

Net change in fund balances - governmental funds \$ 376,005

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

Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over the estimated useful lives and reported as depreciation expense.

Capital outlays	335,739
Depreciation expense	(471,606)
Loss on disposal	(1,204,215)

Compensated absences are recognized as paid in the governmental funds but recognized as the expense is incurred in the Statement of Activities. (7,112)

Principal payments on long-term debt are recognized as expenditures in the governmental funds but as an increase in net position in the Statement of Activities. 37,818

Interest on long-term debt in the statement of activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due and thus requires use of current financial resources. In the Statement of Activities, however, interest expense is recognized as the interest accrues, regardless of when it is due. 533

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.

Special assessments deferred	(19,322)
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Governmental funds recognize pension contributions as expenditures at the time of payment whereas the Statement of Activities factors in items related to pensions on a full accrual perspective.

Pension expense	131,947
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Delinquent property taxes receivable will be collected in subsequent years, but are not available soon enough to pay for the current period's expenditures and, therefore, are deferred in the funds. 9,221

Change in net position - governmental activities \$ (810,992)

**City of Silver Bay**  
**Statement of Revenues, Expenditures, and**  
**Changes in Fund Balances -**  
**Budget and Actual - General Fund**  
**Year Ended December 31, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Over (Under)
	Original	Final		
<b>Revenues</b>				
General property taxes	\$ 911,495	\$ 921,410	\$ 889,375	\$ (32,035)
Franchise fees	9,900	9,200	9,923	723
Licenses and permits	9,275	7,405	7,423	18
Intergovernmental	1,242,580	1,575,885	1,575,905	20
Charges for services	47,500	61,925	61,931	6
Fines and forfeitures	4,500	5,180	5,185	5
Miscellaneous				
Investment income	6,000	11,500	12,067	567
Contributions and donations	5,000	3,325	3,325	-
Loan repayments	7,300	12,320	12,323	3
Other	13,700	12,960	9,494	(3,466)
Total revenues	<u>2,257,250</u>	<u>2,621,110</u>	<u>2,586,951</u>	<u>(34,159)</u>
<b>Expenditures</b>				
Current				
General government	528,295	494,295	494,133	(162)
Public safety	659,380	640,240	639,995	(245)
Public works	675,700	519,250	519,067	(183)
Culture and recreation	27,500	27,440	27,417	(23)
Capital outlay				
General government	312,800	32,900	32,891	(9)
Public safety	20,500	14,090	14,087	(3)
Public works	395,000	129,905	129,900	(5)
Culture and recreation	29,000	401,995	401,943	(52)
Total expenditures	<u>2,648,175</u>	<u>2,260,115</u>	<u>2,259,433</u>	<u>(682)</u>
Excess of revenues over (under) expenditures	(390,925)	360,995	327,518	(33,477)
<b>Other Financing Sources (Uses)</b>				
Proceeds from sale of capital asset	-	8,775	8,775	-
Bond proceeds	300,000	-	-	-
Insurance recoveries	500	2,855	2,856	1
Transfers in	130,000	115,875	115,878	3
Transfers out	(393,525)	(378,005)	(377,905)	100
Total other financing sources (uses)	<u>36,975</u>	<u>(250,500)</u>	<u>(250,396)</u>	<u>104</u>
Net change in fund balances	<u>\$ (353,950)</u>	<u>\$ 110,495</u>	77,122	<u>\$ (33,373)</u>
<b>Fund Balances</b>				
Beginning of year			<u>2,093,881</u>	
End of year			<u>\$ 2,171,003</u>	

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**City of Silver Bay**  
**Statement of Revenues, Expenditures, and**  
**Changes in Fund Balances -**  
**Budget and Actual - Mary MacDonald Business Center**  
**Special Revenue Fund**  
**Year Ended December 31, 2018**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget - Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
Charges for services	\$ 176,200	\$ 176,220	\$ 176,220	\$ -
Miscellaneous				
Investment income	2,000	2,000	2,203	203
Other	2,000	395	403	8
Total revenues	<u>180,200</u>	<u>178,615</u>	<u>178,826</u>	<u>211</u>
<b>Expenditures</b>				
Current				
Culture and recreation	121,700	128,350	128,158	(192)
Capital outlay				
Culture and recreation	10,000	1,700	1,699	(1)
Total expenditures	<u>131,700</u>	<u>130,050</u>	<u>129,857</u>	<u>(193)</u>
Excess of revenues over expenditures	48,500	48,565	48,969	404
<b>Other Financing Uses</b>				
Transfers out	<u>(28,900)</u>	<u>(28,900)</u>	<u>(28,867)</u>	<u>33</u>
Net change in fund balances	<u>\$ 19,600</u>	<u>\$ 19,665</u>	20,102	<u>\$ 437</u>
<b>Fund Balances</b>				
Beginning of year			<u>302,375</u>	
End of year			<u>\$ 322,477</u>	

**City of Silver Bay**  
**Statement of Net Position - Proprietary Funds**  
**December 31, 2018**

	Water (602)	Sewer (604)	Municipal Liquor Dispensary (609)	Total
<b>Assets</b>				
<b>Current assets</b>				
Cash and investments (including cash equivalents)	\$ 1,891,701	\$ 2,060,796	\$ 436,419	\$ 4,388,916
Accounts receivable	51,818	51,274	209	103,301
Interest receivable	5,099	5,737	1,189	12,025
Due from other governments	4,247	4,441	1,226	9,914
Inventory	66,958	5,627	63,829	136,414
<b>Total current assets</b>	<u>2,019,823</u>	<u>2,127,875</u>	<u>502,872</u>	<u>4,650,570</u>
<b>Noncurrent assets</b>				
<b>Capital assets</b>				
Land	18,568	5,000	13,895	37,463
Buildings and building improvements	2,734,063	3,706,011	1,151,559	7,591,633
Improvements other than buildings	837,226	250,701	31,297	1,119,224
Vehicles, machinery, and equipment	549,753	749,868	45,975	1,345,596
Construction in progress	30,353	283,480	6,455	320,288
<b>Total capital assets</b>	<u>4,169,963</u>	<u>4,995,060</u>	<u>1,249,181</u>	<u>10,414,204</u>
Less accumulated depreciation	<u>(1,890,709)</u>	<u>(2,856,343)</u>	<u>(498,668)</u>	<u>(5,245,720)</u>
<b>Net capital assets</b>	<u>2,279,254</u>	<u>2,138,717</u>	<u>750,513</u>	<u>5,168,484</u>
<b>Total assets</b>	<u>4,299,077</u>	<u>4,266,592</u>	<u>1,253,385</u>	<u>9,819,054</u>
<b>Deferred Outflows of Resources</b>				
Deferred outflows of resources related to pension activity	19,457	19,457	23,340	62,254
<b>Total assets and deferred outflows of resources</b>	<u>\$ 4,318,534</u>	<u>\$ 4,286,049</u>	<u>\$ 1,276,725</u>	<u>\$ 9,881,308</u>
<b>Liabilities</b>				
<b>Current liabilities</b>				
Accounts payable	\$ 46,512	\$ 45,005	\$ 6,771	\$ 98,288
Due to other governments	5,353	-	8,961	14,314
Salaries and benefits payable	3,929	3,929	4,983	12,841
Interest payable	2,028	-	-	2,028
Long-term liabilities due within one year	47,980	7,980	19,743	75,703
<b>Total current liabilities</b>	<u>105,802</u>	<u>56,914</u>	<u>40,458</u>	<u>203,174</u>
<b>Noncurrent liabilities</b>				
Compensated absences	15,686	15,686	38,807	70,179
Notes payable	340,000	-	-	340,000
Net pension liability	107,309	107,310	128,726	343,345
Less amount due within one year	<u>(47,980)</u>	<u>(7,980)</u>	<u>(19,743)</u>	<u>(75,703)</u>
<b>Total noncurrent liabilities</b>	<u>415,015</u>	<u>115,016</u>	<u>147,790</u>	<u>677,821</u>
<b>Total liabilities</b>	<u>520,817</u>	<u>171,930</u>	<u>188,248</u>	<u>880,995</u>
<b>Deferred Inflows of Resources</b>				
Deferred inflows of resources related to pension activity	33,459	33,459	40,137	107,055
<b>Net Position</b>				
Net investment in capital assets	1,939,254	2,138,717	750,513	4,828,484
Unrestricted	<u>1,825,004</u>	<u>1,941,943</u>	<u>297,827</u>	<u>4,064,774</u>
<b>Total net position</b>	<u>3,764,258</u>	<u>4,080,660</u>	<u>1,048,340</u>	<u>8,893,258</u>
<b>Total liabilities, deferred inflows of resources, and net position</b>	<u>\$ 4,318,534</u>	<u>\$ 4,286,049</u>	<u>\$ 1,276,725</u>	<u>\$ 9,881,308</u>

**City of Silver Bay**  
**Statement of Revenues, Expenses, and Changes**  
**in Net Position - Proprietary Funds**  
**Year Ended December 31, 2018**

	Water (602)	Sewer (604)	Municipal Liquor Dispensary (609)	Total
Sales and cost of sales				
Sales	\$ -	\$ -	\$ 1,014,897	\$ 1,014,897
Cost of sales	-	-	602,057	602,057
Gross profit	-	-	412,840	412,840
Operating revenues				
Charges for services	1,036,867	880,200	-	1,917,067
Other services	519	773	4,438	5,730
Game machines	-	-	12,488	12,488
Total operating revenues	1,037,386	880,973	16,926	1,935,285
Operating expenses				
Salaries and benefits	236,456	228,420	230,643	695,519
Materials and supplies	59,918	39,909	29,098	128,925
Professional services	6,673	3,779	3,000	13,452
Contracted services	17,227	57,150	19,827	94,204
Insurance	7,862	16,273	22,393	46,528
Utilities	71,649	29,398	17,851	118,898
Refuse charges	170,362	789	1,366	172,517
Telephone	1,200	897	1,694	3,791
Depreciation	93,683	127,757	27,757	249,197
Promotion and advertising	463	144	650	1,257
Licenses and dues	1,458	1,727	3,230	6,415
Conferences and schools	108	2,120	60	2,288
Miscellaneous expenses	1,053	768	14,680	16,501
Total operating expenses	668,112	509,131	372,249	1,549,492
Operating income	369,274	371,842	57,517	798,633
Nonoperating revenues (expenses)				
Investment income	12,830	14,435	2,955	30,220
Miscellaneous revenue	9,899	2,300	-	12,199
Interest expense	(6,708)	(453)	-	(7,161)
Total nonoperating revenues (expenses)	16,021	16,282	2,955	35,258
Income before transfers	385,295	388,124	60,472	833,891
Transfers out	-	-	(24,388)	(24,388)
Change in net position	385,295	388,124	36,084	809,503
Net position				
Beginning of year	3,378,963	3,692,536	1,012,256	8,083,755
End of year	\$ 3,764,258	\$ 4,080,660	\$ 1,048,340	\$ 8,893,258

**City of Silver Bay**  
**Statement of Cash Flows - Proprietary Funds**  
**Year Ended December 31, 2018**

	Water (602)	Sewer (604)	Municipal Liquor Dispensary (609)	Total
<b>Cash Flows - Operating Activities</b>				
Receipts from customers and users	\$ 1,076,716	\$ 935,254	\$ 1,031,734	\$ 3,043,704
Payments to suppliers	(307,208)	(158,241)	(700,750)	(1,166,199)
Payments to employees	(236,547)	(228,512)	(220,345)	(685,404)
Net cash flows - operating activities	<u>532,961</u>	<u>548,501</u>	<u>110,639</u>	<u>1,192,101</u>
<b>Cash Flows - Noncapital</b>				
<b>Financing Activities</b>				
Miscellaneous revenue	9,899	2,300	-	12,199
Transfer to other funds	-	-	(24,388)	(24,388)
Net cash flows - noncapital financing activities	<u>9,899</u>	<u>2,300</u>	<u>(24,388)</u>	<u>(12,189)</u>
<b>Cash Flows - Capital and Related</b>				
<b>Financing Activities</b>				
Principal paid on debt	(81,000)	(32,000)	-	(113,000)
Interest paid on debt	(7,329)	(624)	-	(7,953)
Acquisition of capital assets	(80,795)	(246,798)	(20,776)	(348,369)
Net cash flows - capital and related financing activities	<u>(169,124)</u>	<u>(279,422)</u>	<u>(20,776)</u>	<u>(469,322)</u>
<b>Cash Flows - Investing Activities</b>				
Interest and dividends received	11,015	12,393	2,556	25,964
Net change in cash and cash equivalents	384,751	283,772	68,031	736,554
<b>Cash and Cash Equivalents</b>				
Beginning of year	1,506,950	1,777,024	368,388	3,652,362
End of year	<u>\$ 1,891,701</u>	<u>\$ 2,060,796</u>	<u>\$ 436,419</u>	<u>\$ 4,388,916</u>
<b>Reconciliation of Operating Income to Net Cash Flows - Operating Activities</b>				
Operating income	\$ 369,274	\$ 371,842	\$ 57,517	\$ 798,633
Adjustments to reconcile operating income to net cash flows - operating activities				
Depreciation expense	93,683	127,757	27,757	249,197
Net pension liability expense	(2,216)	(2,217)	6,413	1,980
Accounts receivable	38,798	54,724	60	93,582
Due from other governments	532	(443)	(149)	(60)
Prepaid items	-	-	7,034	7,034
Inventory	(498)	22	3,493	3,017
Accounts payable	31,148	(5,309)	2,416	28,255
Due to other governmental units	115	-	2,213	2,328
Salaries payable	1,075	1,075	1,154	3,304
Compensated absences payable	1,050	1,050	2,731	4,831
Total adjustments	<u>163,687</u>	<u>176,659</u>	<u>53,122</u>	<u>393,468</u>
Net cash flows - operating activities	<u>\$ 532,961</u>	<u>\$ 548,501</u>	<u>\$ 110,639</u>	<u>\$ 1,192,101</u>

**City of Silver Bay**  
**Notes to Financial Statements**

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

**A. Reporting Entity**

The City of Silver Bay is a statutory city governed by an elected mayor and four council members. The accompanying financial statements present the government entities for which the government is considered to be financially accountable.

The financial statements present the City and its component units. The City includes all funds, account groups, organizations, institutions, agencies, departments, and offices that are not legally separate from such. Component units are legally separate organizations for which the elected officials of the City are financially accountable and are included within the basic financial statements of the City because of the significance of their operational or financial relationships with the City.

The City is considered financially accountable for a component unit if it appoints a voting majority of the organization's governing body and it is able to impose its will on the organization by significantly influencing the programs, projects, activities, or level of services performed or provided by the organization, or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on, the City.

As a result of applying the component unit definition criteria above, certain organizations have been defined and are presented in this report as follows:

Blended Component Units – Reported as if they were part of the City.

Related Organization – The relationship of the City with the entity is disclosed.

For each of the categories above, the specific entities are identified as follows:

**1. Blended Component Unit**

The Silver Bay Economic Development Authority (EDA) is a legal entity separate from the City. Although legally separate, the Silver Bay EDA is reported as if it were part of the primary government because members of its governing body are appointed by the governing body of the primary government and it provides services exclusively for the City. Separate financial statements are not prepared for the Silver Bay EDA.

**2. Related Organization**

The Silver Bay Fire Relief Association (the "Association") is organized as a nonprofit organization, legally separate from the City, by its members to provide pension and other benefits to such members in accordance with *Minnesota Statutes*. Its Board of Trustees is appointed by the membership of the Association and not by the City Council. All funding is conducted in accordance with *Minnesota Statutes*, whereby state aid flows to the Association, tax levies are determined by the Association and are only reviewed by the City, and the Association pays benefits directly to its members. Because the Association is fiscally independent of the City, the financial statements of the Association have not been included within the City's reporting entity.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**B. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the City. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Interest on general long-term debt is considered an indirect expense and is reported separately in the Statement of Activities. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items are not included among program revenues; instead, they are properly reported as general revenues. Internally dedicated revenues are reported as general revenues rather than program revenues.

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

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

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

Property taxes, franchise taxes, licenses, and interest associated with the current period are all considered to be susceptible to accrual and so have been recognized as revenues of the current period. Only the portion of special assessments receivable due within the current period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)**

**Description of Funds:**

Major Governmental Funds:

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

Mary MacDonald Business Center Special Revenue Fund – This fund accounts for financial resources to be used for the rehabilitation and operation of the Mary MacDonald building. The main revenue source for this fund is grants and charges for services.

Debt Service Fund – This fund accounts for the resources accumulated and payments made for principal and interest on governmental activities long-term debt.

Public Works Reserve Capital Projects Fund – This fund accounts for the resources accumulated and payments made for five individual departments. One of the departments is the General Revenue Reserve Fund established pursuant to the provision of the Laws of Minnesota 1971, Chapter 440, also known as the Taconite Reserve Account. The other four departments within the Public Works Reserve Fund are as follows: Business Park, Bell Circle Apartments, Special Projects, and Sidewalk Improvements.

Proprietary Funds:

Water Fund – This fund accounts for the operations of the City's water utility.

Sewer Fund – This fund accounts for the operations of the City's sewer utility.

Municipal Liquor Dispensary Fund – This fund accounts for the operations of the City's Municipal Liquor Store.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's utility functions and various other functions of the City. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

**City of Silver Bay**  
**Notes to Financial Statements**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)**

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Municipal Liquor Dispensary, Water, and Sewer Enterprise Funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed. Further, the City applies unrestricted funds in this order if various levels of unrestricted fund balances exist: committed, assigned, and unassigned.

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Fund Balance**

**1. Cash and Investments**

Cash and investments include balances from all funds that are combined and invested to the extent available in various securities as authorized by state law. Earnings from the pooled investments are allocated to the individual funds based on the average of month-end cash and investment balances.

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

*Minnesota Statutes* authorizes the City to invest in obligations of the U.S. Treasury, agencies and instrumentalities, shares of investment companies whose only investments are in the aforementioned securities, obligations of the State of Minnesota or its municipalities, bankers' acceptances, future contracts, repurchase and reverse repurchase agreements, and commercial paper of the highest quality with a maturity of no longer than 270 days and in the Minnesota Municipal Investment Pool.

Certain investments for the City are reported at fair value as disclosed in Note 3. The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The Hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

In accordance with GASB Statement No. 79, the Minnesota Municipal Investment Pool securities are valued at amortized cost, which approximates fair value. There are no restrictions or limitations on withdrawals from the 4M Liquid Asset Fund. Investments in the 4M Plus must be deposited for a minimum of 14 calendar days. Withdrawals prior to the 14-day restriction period will be subject to a penalty equal to seven days interest on the amount withdrawn.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Fund Balance  
(Continued)**

**2. Receivables and Payables**

All trade and property tax receivables are shown at a gross amount since both are assessable to the property taxes and are collectible upon the sale of the property.

The City levies its property tax for the subsequent year during the month of December. December 28 is the last day the City can certify a tax levy to the County Auditor for collection the following year. Such taxes become a lien on January 1 and are recorded as receivables by the City at that date. The property tax is recorded as revenue when it becomes measurable and available. Lake County is the collecting agency for the levy and remits the collections to the City three times a year. The tax levy notice is mailed in March with the first half of the payment due on May 15 and the second half due on October 15. Taxes not collected as of December 31 each year are shown as delinquent taxes receivable.

The County Auditor prepares the tax list for all taxable property in the City, applying the applicable tax rate to the tax capacity of individual properties, to arrive at the actual tax for each property. The County Auditor also collects all special assessments, except for certain prepayments paid directly to the City.

The County Auditor submits the list of taxes and special assessments to be collected on each parcel of property to the County Treasurer in January of each year.

**3. Inventory and Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid items are recorded as an expenditure at the time of consumption.

Inventory is valued at cost using the first in, first out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

**4. Capital Assets**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$2,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Fund Balance  
(Continued)**

**4. Capital Assets (Continued)**

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

Assets	Years
Buildings	40
Building improvements	5-20
Furniture and equipment	5-10
Light vehicles	5
Machinery and equipment	5-10
Fire trucks	20
Infrastructure	20-70

**5. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until that time. The City has one item that qualifies for reporting in this category. The City presents deferred outflows of resources on the Statement of Net Position for deferred outflows of resources related to pensions for various estimate differences that will be amortized and recognized over future years.

In addition to liabilities, the statement of financial position and fund financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has three items that qualify for reporting in this category. The City presents deferred inflows of resources on the Governmental Fund Balance Sheet as unavailable revenue. The governmental funds report unavailable revenues from two sources: property taxes and loans receivable. The government-wide financial statements report unavailable revenues from one source: loans receivable. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The City also presents deferred inflows of resources on the Statement of Net Position for deferred inflows of resources related to pensions for various estimate differences that will be amortized and recognized over future years.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Fund Balance  
(Continued)**

**6. Compensated Absences**

City employees earn vacation time based on years of City service with a maximum of two weeks of vacation time to be carried over from one year to the next. City employees also earn sick leave based on years of City service with a maximum of 960 hours of sick leave to be carried over from one year to the next with any additional hours banked for long-term illness.

For department heads that separate in good standing, compensated absences payable is calculated as 50%, 60%, or 75% of unused sick leave (maximum 960 hours) for 10+ years, 15+ years, or 25+ years of service, respectively, plus 15% of banked sick leave (excess of 960 hours) and all unused vacation at the employees current rate of pay. For department heads who retire, compensated absences payable is calculated as 50%, 75%, or 100% of unused sick leave (maximum 960 hours) for 10+ years, 15+ years, or 25+ years of service, respectively, plus 15% of banked sick leave (excess over 960 hours) and all unused vacation at the employee's current rate of pay. For department heads with fewer than 10 years of service, compensated absences payable is calculated as 50% of unused sick leave (maximum 960 hours), plus 10% of banked sick leave (excess over 960 hours) regardless of whether the employee is retiring or leaving in good standing.

Vacation and sick leave payable are recorded as expenditures or expenses when used in the governmental funds and as earned in the proprietary funds.

**7. Employment Health Benefits**

Employees will receive a \$200 contribution to a Health Savings Account (HSA) every month once they have been employed by the City for 15 years. The maximum amount contributed to the employee's HSA will be \$24,000, meaning they can receive contributions for 10 years after reaching the minimum 15 years of employment. Employees who had already been working for the City for at least 15 years as of January 1, 2011, received a lump sum contribution to their HSA, equal to the number of months they have worked for the City in excess of the 15 year minimum, multiplied by \$200 per month. Employees who started at the City after January 1, 2011, are not eligible for this benefit.

**8. Long-Term Obligations**

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**City of Silver Bay**  
**Notes to Financial Statements**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Fund Balance (Continued)**

**9. Pensions**

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and the relief association and additions to/deductions from PERA's and the relief association's fiduciary net position have been determined on the same basis as they are reported by PERA and the relief association except that PERA's fiscal year end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**10. Fund Balance**

**A. Classification**

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 purpose for which amounts in those funds can be spent.

- **Nonspendable Fund Balance** – These are amounts that cannot be spent because they are not in spendable form or are legally or contractually required to be maintained intact.
- **Restricted Fund Balance** – These are amounts that are restricted to specific purposes either by a) constraints placed on the use of resources by creditors, grantors, contributors, or laws or regulations of other governments, or b) imposed by law through enabling legislation.
- **Committed Fund Balances** – These are amounts comprised of unrestricted funds used for a specific purpose pursuant to constraints imposed by formal action of the City Council and that remain binding unless removed by the City Council by subsequent formal action.
- **Assigned Fund Balance** – These are amounts that are constrained by the City's intent to be used for specific purposes but are neither restricted nor committed and include all remaining amounts (except for negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable, restricted, or committed. The City Council has delegated authority to assign and remove fund balance assignments to the City Administrator and/or Deputy Clerk.
- **Unassigned Fund Balance** – These are residual amounts in the General Fund not reported in any other classification. The General Fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Fund Balance  
(Continued)**

**10. Fund Balance (Continued)**

**B. Minimum Fund Balance**

The City's target General Fund balance is to maintain 30%-50% of the next year's budgeted General Fund expenditures; however, this need could fluctuate with each year's budget objectives.

**11. Net Position**

Net position represents the difference between assets and deferred outflows of resources; and liabilities and deferred inflows of resources in the government-wide financial statements. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any long-term debt used to build or acquire the capital assets. Net position is reported as restricted in the government-wide financial statements when there are limitations on their use through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

**E. Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of revenue and expenditures/expense during the reporting period. Actual results could differ from those estimates.

**F. Budgetary Information**

1. In August of each year, City staff submits to the City Council, a proposed operating budget for the year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them for the upcoming year.
2. Public hearings are conducted to obtain taxpayer comments.
3. The budget is legally enacted through passage of a resolution after obtaining taxpayer comments.
4. Budgets for the governmental funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America.
5. Expenditures may not legally exceed budgeted appropriations at the department level. No fund's budget can be increased without City Council approval. The City Council may authorize transfer of budgeted amounts between departments within any fund. Management may amend budgets within a department level, so long as the total department budget is not changed.
6. Annual appropriated budgets are adopted during the year for the General and Special Revenue Funds.
7. Budgeted amounts are as originally adopted or as amended by the City Council. Individual amendments were not material in relation to the original amounts budgeted. Budgeted expenditure appropriations lapse at year-end.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 2 – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**A. Deficit Fund Balances**

The following Fund had a deficit fund balance at December 31, 2018:

Special revenue	
Airport	\$ 14,165

**NOTE 3 – DEPOSITS AND INVESTMENTS**

**A. Deposits**

In accordance with applicable *Minnesota Statutes*, the City maintains deposits at depository banks authorized by the City Council.

As of December 31, 2018, the City had the following deposits:

Cash and cash equivalents	\$ 6,171,945
Certificates of deposit	<u>1,600,000</u>
 Total deposits	 <u><u>\$ 7,771,945</u></u>

Custodial Credit Risk – Deposits: In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned to it. *Minnesota Statutes* require all deposits be protected by federal deposit insurance, corporate surety bonds, or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by Federal Deposit Insurance Corporation (FDIC) insurance or corporate surety bonds. The City's investment policy requires the City to obtain collateral or bond for all uninsured amounts on deposit. As of December 31, 2018, the City's bank balance was not exposed to custodial credit risk because it was insured through FDIC and properly collateralized with securities held by the pledging financial institution's trust department or agent and in the City's name.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 3 – DEPOSITS AND INVESTMENTS (CONTINUED)**

**B. Investments**

As of December 31, 2018, the City had the following investments:

Investment	Maturity	Fair Value	Percentage of Total	Type
4M Money Market	Various	\$ 188,171	20.96%	MM
Ally Bank, Utah	05/01/21	100,000	11.13%	CD
JP Morgan Chase, Ohio	05/31/22	100,000	11.13%	CD
Discover Bank, Delaware	01/21/20	100,000	11.13%	CD
American Express, Utah	06/24/20	100,000	11.13%	CD
Goldman Sachs, New York	11/04/19	100,000	11.13%	CD
Capital One Bank USA, VA	06/14/19	100,000	11.13%	CD
Capital One Bank USA, VA	08/30/22	<u>110,000</u>	<u>12.26%</u>	CD
Total		<u>\$ 898,171</u>	<u>100.00%</u>	

**Interest Rate Risk:** This is the risk that market values of securities in a portfolio would decrease due to changes in market interest rates. The City's investment policy states the City will minimize interest rate risk by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations.

**Credit Risk:** This is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. *Minnesota Statutes* 118A.04 and 118A.05 limit investments in the top two ratings issued by nationally recognized statistical rating organizations. The City's investment policy limits its investments to those specified in these Statutes. As of December 31, 2018, the City was not exposed to credit risk as the City's investments were comprised of brokered certificates of deposit and investments in the 4M Money Market Fund which do not receive independent credit ratings.

**Concentration of Credit Risk:** This is the risk of loss attributed to the magnitude of an investment in a single issuer. Investments should be diversified to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions, or maturities. The City's investment policy states funds should be diversified according to type and maturity and the portfolio should contain both short-term and long-term investments. As indicated by the table above, the City has more than 5% of total investments in any one issuer; therefore, the investments were exposed to concentration of credit risk at December 31, 2018.

**Custodial Credit Risk – Investments:** For an investment, this is the risk that in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's investment policy states investment securities will be collateralized.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 3 – DEPOSITS AND INVESTMENTS (CONTINUED)**

**B. Investments (Continued)**

The City has the following recurring fair value measurements as of December 31, 2018:

- \$898,171 of investments are significant other observable inputs (Level 2 inputs)

The following is a summary of total deposits and investments.

Deposits (Note 3.A.)	\$ 7,771,945
Petty cash	11,400
Investments	<u>898,171</u>
 Total deposits and investments	 <u><u>\$ 8,681,516</u></u>

Deposits and investments are presented in the December 31, 2018, basic financial statements as follows:

Statement of Net Position	
Cash and investments (including cash equivalents)	<u><u>\$ 8,681,516</u></u>

**NOTE 4 – CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2018, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities				
Capital assets not being depreciated				
Land	\$ 958,293	\$ -	\$ 21,866	\$ 936,427
Construction in progress	-	159,229	-	159,229
Total capital assets not being depreciated	<u>958,293</u>	<u>159,229</u>	<u>21,866</u>	<u>1,095,656</u>
Capital assets being depreciated				
Buildings and building improvements	5,688,881	-	1,411,951	4,276,930
Improvements other than buildings	3,298,334	-	-	3,298,334
Vehicles, machinery, and equipment	<u>3,295,005</u>	<u>176,510</u>	<u>32,858</u>	<u>3,438,657</u>
Total capital assets being depreciated	<u>12,282,220</u>	<u>176,510</u>	<u>1,444,809</u>	<u>11,013,921</u>
Less accumulated depreciation for				
Buildings and building improvements	2,450,743	147,118	229,602	2,368,259
Improvements other than buildings	2,284,463	148,985	-	2,433,448
Vehicles, machinery, and equipment	<u>1,919,643</u>	<u>175,503</u>	<u>32,858</u>	<u>2,062,288</u>
Total accumulated depreciation	<u>6,654,849</u>	<u>471,606</u>	<u>262,460</u>	<u>6,863,995</u>
 Total capital assets being depreciated, net	 <u>5,627,371</u>	 <u>(295,096)</u>	 <u>1,182,349</u>	 <u>4,149,926</u>
 Governmental activities capital assets, net	 <u><u>\$ 6,585,664</u></u>	 <u><u>\$ (135,867)</u></u>	 <u><u>\$ 1,204,215</u></u>	 <u><u>\$ 5,245,582</u></u>

**City of Silver Bay**  
**Notes to Financial Statements**

**NOTE 4 – CAPITAL ASSETS (CONTINUED)**

During 2018, the Federal Aviation Administration (FAA) temporarily closed the City of Silver Bay's airport due to the runways not meeting the FAA's standards. The City has to decide whether to repair the runways to meet the standards of the FAA or allow the airport to remain closed. The City is seeking federal funding in order to get the airport to meet the required specifications. Until then, the assets that are at the airport are classified as temporarily idle impaired. The airport assets include land with a value of \$99,258 and equipment, vehicles, buildings, and land improvements with a net book value of \$536,399. The Airport assets will continue to be included and depreciated with the rest of the governmental capital assets until a final decision is made.

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities				
Capital assets not being depreciated				
Land	\$ 37,463	\$ -	\$ -	\$ 37,463
Construction in progress	144,235	320,645	144,592	320,288
Total capital assets not being depreciated	<u>181,698</u>	<u>320,645</u>	<u>144,592</u>	<u>357,751</u>
Capital assets being depreciated				
Buildings and building improvements	7,725,837	-	134,204	7,591,633
Improvements other than buildings	970,257	148,967	-	1,119,224
Vehicles, machinery, and equipment	1,439,988	14,321	108,713	1,345,596
Total capital assets being depreciated	<u>10,136,082</u>	<u>163,288</u>	<u>242,917</u>	<u>10,056,453</u>
Less accumulated depreciation for				
Buildings and building improvements	4,390,586	175,024	134,204	4,431,406
Improvements other than buildings	177,424	18,587	-	196,011
Vehicles, machinery, and equipment	671,430	55,586	108,713	618,303
Total accumulated depreciation	<u>5,239,440</u>	<u>249,197</u>	<u>242,917</u>	<u>5,245,720</u>
Total capital assets being depreciated, net	<u>4,896,642</u>	<u>(85,909)</u>	<u>-</u>	<u>4,810,733</u>
Business-type activities capital assets, net	<u>\$ 5,078,340</u>	<u>\$ 234,736</u>	<u>\$ 144,592</u>	<u>\$ 5,168,484</u>

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 4 – CAPITAL ASSETS (CONTINUED)**

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

Governmental activities	
General government	\$ 75,309
Public safety	69,258
Public works	88,329
Culture and recreation	136,395
Airport	<u>102,315</u>
Total depreciation expense - governmental activities	<u>\$ 471,606</u>
Business-type activities	
Water	\$ 93,683
Sewer	127,757
Municipal liquor dispensary	<u>27,757</u>
Total depreciation expense - business-type activities	<u>\$ 249,197</u>

**NOTE 5 – INTERFUND ASSETS/LIABILITIES AND TRANSFERS**

**A. Interfund Receivables and Payables**

The composition of interfund balances as of December 31, 2018, was as follows:

	Amounts Due to Other Funds
	Nonmajor Governmental Funds
	Funds
Amounts due from other funds	
General Fund	<u>\$ 18,323</u>

The interfund balances exist to cover cash deficits in the various funds.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 5 – INTERFUND ASSETS/LIABILITIES AND TRANSFERS (Continued)**

**B. Transfers**

The composition of interfund transfers as of December 31, 2018, was as follows:

	Transfers In				Total
	General Fund	Debt Service	Public Works Reserve	Nonmajor Governmental Funds	
Transfers out					
General Fund	\$ -	\$ -	\$ 33,930	\$ 343,975	\$ 377,905
Public Works Reserve	115,878	-	-	-	115,878
Mary MacDonald Business Center	-	28,867	-	-	28,867
Liquor Fund	-	-	-	24,388	24,388
<b>Total</b>	<b><u>\$ 115,878</u></b>	<b><u>\$ 28,867</u></b>	<b><u>\$ 33,930</u></b>	<b><u>\$ 368,363</u></b>	<b><u>\$ 547,038</u></b>

The purpose of the above transfers was to assist with operating costs, grant matching, debt payments, and capital purchases.

**NOTE 6 – LONG-TERM DEBT**

**A. Components of Long-Term Liabilities**

	Issue Date	Interest Rates	Original Issue	Final Maturity	Principal Outstanding	Due Within One Year
Long-term liabilities						
Governmental activities						
Taxable Revenue Note, Series 2016A	10/04/16	2.75%	\$ 350,000	10/15/31	\$ 311,963	\$ 20,288
Compensated absences					235,516	135,102
Total governmental activities					547,479	155,390
Business-type activities						
G.O. Revenue Notes/Bonds						
G.O. Water Revenue Note of 2007	06/04/07	1.65%	726,450	08/20/26	340,000	40,000
Compensated absences					70,179	35,703
Total business-type activities					410,179	75,703
Total all long-term liabilities					<u>\$ 957,658</u>	<u>\$ 231,093</u>

Long-term bonded indebtedness listed above was issued to finance acquisition and construction of capital facilities and equipment.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 6 – LONG-TERM DEBT (CONTINUED)**

**B. Minimum Debt Payments**

Minimum annual principal and interest payments required to retire long-term liabilities:

	Governmental Activities		
	Taxable Revenue Note		
	Principal	Interest	Total
2019	\$ 20,288	\$ 8,579	\$ 28,867
2020	20,846	8,021	28,867
2021	21,419	7,448	28,867
2022	22,008	6,859	28,867
2023	22,613	6,253	28,866
2024-2028	122,743	21,591	144,334
2029-2031	82,046	4,554	86,600
<b>Total</b>	<b>\$ 311,963</b>	<b>\$ 63,305</b>	<b>\$ 375,268</b>
	Business-Type Activities		
	Revenue Notes/Bonds		
	Principal	Interest	Total
2019	\$ 40,000	\$ 5,610	\$ 45,610
2020	41,000	4,950	45,950
2021	41,000	4,274	45,274
2022	42,000	3,597	45,597
2023	43,000	2,904	45,904
2024-2026	133,000	4,405	137,405
<b>Total</b>	<b>\$ 340,000</b>	<b>\$ 25,740</b>	<b>\$ 365,740</b>

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 6 – LONG-TERM DEBT (CONTINUED)**

**C. Changes in Long-Term Liabilities**

Long-term liability activity for the year ended December 31, 2018, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental activities					
Bonds payable					
G.O. Improvement Bonds	\$ 18,074	\$ -	\$ 18,074	\$ -	\$ -
Taxable revenue note	331,707	-	19,744	311,963	20,288
Compensated absences	<u>228,404</u>	<u>127,288</u>	<u>120,176</u>	<u>235,516</u>	<u>135,102</u>
Total governmental activities	<u>578,185</u>	<u>127,288</u>	<u>157,994</u>	<u>547,479</u>	<u>155,390</u>
Business-type activities					
Notes/bonds payable					
G.O. Revenue Notes	453,000	-	113,000	340,000	40,000
Compensated absences	<u>65,348</u>	<u>40,311</u>	<u>35,480</u>	<u>70,179</u>	<u>35,703</u>
Total business-type activities	<u>518,348</u>	<u>40,311</u>	<u>148,480</u>	<u>410,179</u>	<u>75,703</u>
Total long-term liabilities	<u>\$ 1,096,533</u>	<u>\$ 167,599</u>	<u>\$ 306,474</u>	<u>\$ 957,658</u>	<u>\$ 231,093</u>

The General Fund typically liquidates the liability related to compensated absences.

**NOTE 7 – LOANS RECEIVABLE**

Loans receivable at December 31, 2018, are as follows:

Silver Bay Blue Line Club	
\$28,878 repayment agreement, due in annual installments of \$6,160 in 2016, \$5,000 from 2017-2020, with a final payment of \$2,718 in September 2021.	\$ 12,718
Silver Bay Country Club Lease Agreement	
\$16,418 repayment agreement, due in five monthly installments per year of \$3,284 through August 2023.	<u>16,418</u>
Total loans receivable	<u>\$ 29,136</u>

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 8 – FUND BALANCE/NET POSITION**

**A. Fund Balance**

Fund equity balances are classified as follows to reflect the limitations and restrictions of the respective funds.

	<u>General</u>	<u>Mary MacDonald Business Center</u>	<u>Public Works Reserve</u>	<u>Debt Service</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
Nonspendable						
Inventory	\$ -	\$ -	\$ -	\$ -	\$ 3,844	\$ 3,844
Restricted						
Technology grant	-	-	-	-	8,074	8,074
Memorial donation	-	-	-	-	12,884	12,884
Memorial fund	1,535	-	-	-	-	1,535
Cemetery-perpetual care	-	-	-	-	3,378	3,378
Debt service	-	-	-	30,828	-	30,828
Assigned						
Mary MacDonald Business Center	-	322,477	-	-	-	322,477
Library	-	-	-	-	19,047	19,047
Library - severance	-	-	-	-	15,000	15,000
Cemetery	-	-	-	-	17,635	17,635
Arena	-	-	-	-	15,796	15,796
Arena - severance	-	-	-	-	8,800	8,800
Park and recreation	-	-	-	-	91,730	91,730
Park and recreation - severance	-	-	-	-	8,800	8,800
Community building	-	-	-	-	2,042	2,042
Economic development	-	-	-	-	334,246	334,246
Commercial rehabilitation	-	-	-	-	110,057	110,057
Housing	-	-	-	-	17,276	17,276
Community business partnership	-	-	-	-	106,935	106,935
Storefront renovation	-	-	-	-	123,923	123,923
Marina	-	-	-	-	81,191	81,191
Capital projects	-	-	-	-	481,050	481,050
Taconite reserve/sidewalk replacement/special projects	-	-	627,879	-	-	627,879
Unassigned	<u>2,169,468</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(14,165)</u>	<u>2,155,303</u>
<b>Total</b>	<u>\$ 2,171,003</u>	<u>\$ 322,477</u>	<u>\$ 627,879</u>	<u>\$ 30,828</u>	<u>\$ 1,447,543</u>	<u>\$ 4,599,730</u>

**B. Net Position**

Restricted net position is comprised of the total restricted fund balance in the governmental funds plus the effect of the conversion to the government-wide net position.

**NOTE 9 – RISK MANAGEMENT**

The City purchases commercial insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT) with other cities in the state, which is a public entity risk pool currently operating as a common risk management and insurance program. The City pays an annual premium to the LMCIT for its insurance coverage. The LMCIT is self-sustaining through commercial companies for excess claims. The City is covered through the pool for any claims incurred but unreported, however, retains risk for the deductible portion of its insurance policies. The amount of these deductibles is considered immaterial to the financial statements.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 9 – RISK MANAGEMENT (CONTINUED)**

There were no significant reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past three years.

The City's workers' compensation insurance policy is retrospectively rated. With this type of policy, final premiums are determined after loss experience is known. The amount of premium adjustment for 2018 is estimated to be immaterial based on workers' compensation rates and salaries for the year.

At December 31, 2018, there were no other claims liabilities reported in the fund based on the requirements of GASB Statement No. 10, which requires a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

**NOTE 10 – JOINT POWERS AGREEMENT**

On January 1, 1992, the City entered into a joint powers agreement with Lake County (the "County"), pursuant to *Minnesota Statutes* 471.59, whereby the City agreed to operate Rukavina Arena, which is owned by the County.

The County has agreed to pay the City the sum of \$58,000 annually in two equal installments of \$29,000 on June 1 and November 1. In addition, the City shall have the right to excess revenues and shall be responsible for excess expenditures, except the County shall provide fire and extended coverage insurance for buildings and grounds.

The agreement automatically renews in one year increments unless otherwise mutually negotiated.

On November 15, 2010, the City entered into a joint powers agreement with the County and other local governments, pursuant to *Minnesota Statutes* 471.59 and 471.656, whereby the County will construct a network of fiber optic cable that will provide advanced data, video, and voice communication services in the County, including the City. The County will own the fiber optic network that is constructed.

**NOTE 11 – PENSION PLANS**

The City participates in various pension plans; total pension expense for the year ended December 31, 2018 was \$32,479. The components of pension expense are noted in the following plan summaries.

**Public Employees' Retirement Association**

**A. Plan Description**

The City participates in the following cost-sharing multiple-employer defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA's defined benefit pension plans are established and administered in accordance with *Minnesota Statutes*, Chapters 353 and 356. PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Public Employees' Retirement Association (Continued)**

**A. Plan Description (Continued)**

General Employees Retirement Plan (General Employees Plan, accounted for in the General Employees Fund)

All full-time and certain part-time employees of the City are covered by the General Employees Plan. General Employees Plan members belong to the Coordinated Plan. Coordinated Plan members are covered by Social Security.

Public Employees Police and Fire Plan (Police and Fire Plan, accounted for in the Police and Fire Fund)

The Police and Fire Plan, originally established for police officers and firefighters not covered by a local relief association, now covers all police officers and firefighters hired since 1980. Effective July 1, 1999, the Police and Fire Plan also covers police officers and firefighters belonging to local relief associations that elected to merge with and transfer assets and administration to PERA.

**B. Benefits Provided**

PERA provides retirement, disability, and death benefits. Benefit provisions are established by state statute and can only be modified by the state legislature. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

**General Employees Plan Benefits**

General Employees Plan benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989, receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for a Coordinated Plan member is 1.2% for each of the first ten years and 1.7% for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.7% for all years of service. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at 66.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Public Employees' Retirement Association (Continued)**

**B. Benefits Provided (Continued)**

General Employees Plan Benefits (Continued)

Beginning January 1, 2019, benefit recipients will receive a future annual increase equal to 50% of the Social Security Cost of Living Adjustment, not less than 1.0% and not more than 1.5%. For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches Normal Retirement Age (not applicable to Rule of 90 retirees, disability benefit recipients, or survivors). A benefit recipient who has been receiving a benefit for at least 12 full months as of June 30 will receive a full increase. Members receiving benefits for at least one month but less than 12 full months as of June 30 will receive a pro rata increase.

Police and Fire Plan Benefits

Benefits for Police and Fire Plan members first hired after June 30, 2010 but before July 1, 2014 vest on a prorated basis from 50% after five years up to 100% after ten years of credited service. Benefits for Police and Fire Plan members first hired after June 30, 2014 vest on a prorated basis from 50% after ten years up to 100% after twenty years of credited service. The annuity accrual rate is 3.0% of average salary for each year of service. For Police and Fire Plan members who were first hired prior to July 1, 1989 a full annuity is available when age plus years of service equal at least 90.

Beginning in 2019, the COLA will be fixed at 1.0%. Under funding measurements from 2017, the 2.5% COLA trigger was never expected to occur and was subsequently removed from law. Post retirement increases are given each year except for annuitants who have been receiving a benefit for only 31 to 41 months. These annuitants will receive a prorated amount of the increase on a sliding scale.

**C. Contributions**

*Minnesota Statutes* Chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state legislature.

General Employees Fund Contributions

Coordinated Plan members were required to contribute 6.5% of their annual covered salary in calendar year 2018. The City was required to contribute 7.50% for Coordinated Plan members in calendar year 2018. The City's contributions to the General Employees Fund for the year ended December 31, 2018, were \$92,721. The City's contributions were equal to the required contributions as set by state statute.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Public Employees' Retirement Association (Continued)**

**C. Contributions (Continued)**

Police and Fire Fund Contributions

Legislation increased both employee and employer contribution rates in the Police and Fire Plan. Employee rates increase from 10.8% of pay to 11.3% and employer rates increase from 16.2% to 16.95% on January 1, 2019. On January 1, 2020 employee rates increase to 11.8% and employer rates increase to 17.70%. The City's contributions to the Police and Fire Fund for the year ended December 31, 2018, were \$58,928. The City's contributions were equal to the required contributions as set by state statute.

**D. Pension Costs**

General Employees Fund Pension Costs

At December 31, 2018, the City reported a liability of \$1,004,114 for its proportionate share of the General Employees Fund's net pension liability. The City's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million to the fund in 2018. The State of Minnesota is considered a non-employer contributing entity and the State's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the City totaled \$32,948. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2017, through June 30, 2018, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2018, the City's proportionate share was 0.0181%, which was a decrease of 0.0006% from its proportion measured as of June 30, 2017.

Post-retirement benefit increases were changed from 1.0% per year with a provision to increase to 2.5% upon attainment of 90% funding ratio to 50% of the Social Security Cost of Living Adjustment, not less than 1.0% and not more than 1.5%, beginning January 1, 2019.

For the year ended December 31, 2018, the City recognized pension expense of \$74,163 for its proportionate share of the General Employees Plan's pension expense. Included in the amount, the City recognized \$7,683 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the General Employees Fund.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Public Employees' Retirement Association (Continued)**

**D. Pension Costs (Continued)**

General Employees Fund Pension Costs (Continued)

At December 31, 2018, the City reported its proportionate share of General Employees Plan's deferred outflows of resources and deferred inflows of resources, related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 27,419	\$ 31,874
Changes in actuarial assumptions	104,397	115,384
Difference between projected and actual investment earnings	-	96,501
Changes in proportion	3,887	69,326
Contributions paid to PERA subsequent to the measurement date	46,360	-
Total	\$ 182,063	\$ 313,085

\$46,360 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2019. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending December 31,</u>	Pension Expens Amount
2019	\$ 18,227
2020	(81,975)
2021	(92,677)
2022	(20,957)
Total	\$ (177,382)

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Public Employees' Retirement Association (Continued)**

**D. Pension Costs (Continued)**

Police and Fire Fund Pension Costs

At December 31, 2018, the City reported a liability of \$365,686 for its proportionate share of the Police and Fire Fund's net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2017, through June 30, 2018, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2018, the City's proportion was 0.0346 %, which was an increase of 0.0006% from its proportion measured as of June 30, 2017. The City also recognized \$3,114 for the year ended December 31, 2018, as revenue and an offsetting reduction of net pension liability for its proportionate share of the State of Minnesota's on-behalf contributions to the Police and Fire Fund. Legislation passed in 2013 required the State of Minnesota to begin contributing \$9 million to the Police and Fire Fund each year, starting in fiscal year 2014.

Beginning in January 1, 2019, the COLA will be fixed at 1%. Under funding measurements from 2017, the 2.5% COLA trigger was never expected to occur and was subsequently removed from law.

For the year ended December 31, 2018, the City recognized pension expense of \$39,140 for its proportionate share of the Police and Fire Fund pension expense.

At December 31, 2018, the City reported its proportionate share of the Police and Fire Fund's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 14,718	\$ 86,696
Changes in actuarial assumptions	450,561	533,722
Difference between projected and actual investment earnings	-	78,490
Changes in proportion	23,793	10,800
Contributions paid to PERA subsequent to the measurement date	29,464	-
Total	\$ 518,536	\$ 709,708

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Public Employees' Retirement Association (Continued)**

**D. Pension Costs (Continued)**

Police and Fire Fund Pension Costs (Continued)

\$29,464 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2019. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending December 31,	Pension Expense Amount
2019	\$ (7,838)
2020	(23,180)
2021	(45,791)
2022	(143,962)
2023	135
Total	\$ (220,636)

**E. Actuarial Assumptions**

The total pension liability in the June 30, 2018, actuarial valuation was determined using the entry age normal actuarial cost method and the following actuarial assumptions:

Inflation	2.50 % Per year
Active member payroll growth	3.25 % Per year
Investment rate of return	7.50 %

The total pension liability for each of the defined benefit cost-sharing plans was determined by an actuarial valuation as of June 30, 2018, using the entry age normal actuarial cost method. Inflation is assumed to be 2.5% for the General Employees and Police and Fire Plans. Salary growth assumptions in the General Employees Plan decrease in annual increments from 11.25% after one year of service, to 3.25% after 26 years of service. In the Police and Fire Plan, salary growth assumptions decrease from 12.25% after one year of service to 3.25% after 25 years of service.

Mortality rates for all plans are based on RP-2014 mortality tables. The tables are adjusted slightly to fit PERA's experience. Actuarial assumptions for the General Employees Plan are reviewed every four to six years. The most recent six-year experience study for the General Employees Plan was completed in 2015. The most recent four-year experience study for the Police and Fire Plan was completed in 2016. Economic assumptions were updated in 2014 based on a review of inflation and investment return assumptions.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Public Employees' Retirement Association (Continued)**

**E. Actuarial Assumptions (Continued)**

The following changes in actuarial assumptions occurred in 2018:

General Employees Fund

- The morality projection scale was changed from MP-2015 to MP-2017.
- The assumed benefit increase was changed from 1.0% per year through 2044 and 2.5% per year thereafter to 1.25% per year.

Police and Fire Fund

- The morality projection scale was changed from MP-2016 to MP-2017.

The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic stocks	36%	5.10%
International stocks	17	5.30
Bonds	20	0.75
Alternative assets	25	5.90
Cash	2	0.00
Total	<u>100%</u>	

**F. Discount Rate**

The discount rate used to measure the total pension liability in 2018 was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from Plan members and employers will be made at rates set in *Minnesota Statutes*. Based on those assumptions, the fiduciary net position of the General Employees Fund and the Police and Fire Fund was projected to be available to make all projected future benefit payments of current Plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Public Employees' Retirement Association (Continued)**

**G. Pension Liability Sensitivity**

The following table presents the City's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower or 1 percentage point higher than the current discount rate:

	1% Decrease in Discount Rate (6.5%)	Discount Rate (7.5%)	1% Increase in Discount Rate (8.5%)
City's proportionate share of the General Employees Fund net pension liability	\$ 1,631,713	\$ 1,004,114	\$ 485,966
	1% Decrease in Discount Rate (6.5%)	Discount Rate (7.5%)	1% Increase in Discount Rate (8.5%)
City's proportionate share of the Police and Fire Fund net pension liability	\$ 790,731	\$ 365,686	\$ 19,881

**H. Pension Plan Fiduciary Net Position**

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the Internet at [www.mnpera.org](http://www.mnpera.org).

**Defined Benefit Pension Plan – Volunteer Firefighters Relief Association**

**A. Plan Description**

The Silver Bay Firefighters Relief Association is the administrator of a single employer defined benefit pension plan established to provide benefits for members of the Silver Bay Fire Department per *Minnesota State Statutes*.

The Association issues a publicly available audit report that includes financial statements and required supplementary information. The report may be obtained by writing to Silver Bay Firefighters Relief Association at 63 Nelson Drive, Silver Bay, Minnesota 55614 or calling (218) 226-4408.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Defined Benefit Pension Plan – Volunteer Firefighters Relief Association (Continued)**

**B. Benefits Provided**

Volunteer firefighters of the City are members of the Silver Bay Firefighters Relief Association. Full retirement benefits are payable to members who have reached age 50 and have completed 15 years of service for monthly service pension, or 10 years of service for lump sum service pension. Partial benefits are payable to members who have reached 50 and have completed 10 years of service. Disability benefits and widow and children's survivor benefits are also payable to members or their beneficiaries based upon requirements set forth in the bylaws. These benefit provisions and all other requirements are consistent with enabling state statutes.

**C. Members Covered by Benefit Terms**

At December 31, 2017, the following members were covered by the benefit terms:

Inactive members or beneficiaries currently receiving benefits	-
Inactive members entitled to but not yet receiving benefits	2
Active members	21
Total	23

**D. Contributions**

*Minnesota Statutes* Chapter 424A.092 specifies minimum support rates required on an annual basis. The minimum support rates from the municipality and from State aids are determined as the amount required to meet the normal cost plus amortizing any existing prior service costs over a ten year period. The City's obligation is the financial requirement for the year less state aids. Any additional payments by the City shall be used to amortize the unfunded liability of the relief association. The Association is comprised of volunteers: therefore, there are no payroll expenditures (i.e. there are no covered payroll percentage calculations). During the year, the City recognized as revenue and as an expenditure an on behalf payment of \$22,502 made by the State of Minnesota for the Relief Association.

**E. Net Pension Liability**

The City's net pension liability was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Defined Benefit Pension Plan – Volunteer Firefighters Relief Association (Continued)**

**E. Net Pension Liability (Continued)**

*Actuarial assumptions*

The total pension liability in the December 31, 2017, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.5 %
Salary increase	2.5 %, average, including inflation
Investment rate of return	6.25 %, net of pension plan investment expense: including inflation

The value of death benefits is similar to the value of the retirement pension. Because of low retirement ages, the plan assumes no pre-retirement mortality. Post-retirement mortality does not apply as the benefit structure and form of payment do not reflect lifetime benefits.

The long-term return on assets has been set based on the plan's target investment allocation along with long-term return expectations by asset class. When there is sufficient historical evidence of market outperformance, historical average returns may be considered. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of the measurement date are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Fixed income	16%	3.00%
Equities	81	7.00
Cash	3	2.00
Total	<u>100%</u>	

**F. Discount Rate**

The discount rate used to measure the total pension liability was 6.25%. Assets were projected using expected benefit payments and expected asset returns. Expected benefit payments by year were discounted using the expected asset return assumption for years in which the assets were sufficient to pay all benefit payments. Any remaining benefit payments after the trust fund is exhausted are discounted at the municipal bond rate. The equivalent single rate is the discount rate.

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11 – PENSION PLANS (CONTINUED)**

**Defined Benefit Pension Plan – Volunteer Firefighters Relief Association (Continued)**

**G. Changes in the Net Pension Liability**

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances at January 1, 2017	\$ 438,632	\$ 580,119	\$ (141,487)
Changes for the year			
Service cost	16,131	-	16,131
Interest cost	26,711	-	26,711
Differences between expected and actual experience	-	-	-
Plan Changes	(51,036)	-	(51,036)
Municipal contributions	-	-	-
State contributions	-	22,502	(22,502)
Projected investment return	-	36,238	(36,238)
Gain or loss	-	75,433	(75,433)
Benefit payments	(22,504)	(22,504)	-
Administrative expense	-	(620)	620
Other charges	-	-	-
Net charges	(30,698)	111,049	(141,747)
Balances at December 31, 2017	\$ 407,934	\$ 691,168	\$ (283,234)

**H. Sensitivity of the Net Pension Liability to Changes in the Discount Rate**

The following presents the net pension liability (asset) of the City, calculated using the discount rate of 6.25%, as well as what the City's net pension liability (asset) would be if it were calculated using a discount rate that is 1 percentage point lower (5.25%) or 1 percentage point higher (7.25%) than the current rate:

	1% Decrease (5.25%)	Current Discount Rate (6.25%)	1% Increase (7.25%)
City's net pension liability (asset)	\$ (274,219)	\$ (283,234)	\$ (291,926)

**City of Silver Bay  
Notes to Financial Statements**

**NOTE 11– PENSION PLANS (CONTINUED)**

**Defined Benefit Pension Plan – Volunteer Firefighters Relief Association (Continued)**

**H. Sensitivity of the Net Pension Liability to Changes in the Discount Rate (Continued)**

*Pension plan fiduciary net position*

Detailed information about the pension plan’s fiduciary net position is available in the separately issued relief association financial report.

**I. Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

For the year ended December 31, 2018, the City recognized pension expense of a negative \$80,824. At December 31, 2018, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Net difference between projected and actual earnings on pension plan investments	\$ -	\$ 57,013
Liability gains	-	12,076
	-	12,076
 Total	\$ -	\$ 69,089

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending December 31,	Total
2019	\$ (14,506)
2020	(11,025)
2021	(20,021)
2022	(16,293)
2023	(1,208)
Thereafter	(6,036)
 Total	\$ (69,089)

**J. Payable to the Pension Plan**

At December 31, 2018, the City reported a payable of \$0 for the outstanding amount of contributions to the pension plan required for the year ended December 31, 2018.

**City of Silver Bay**  
**Notes to Financial Statements**

**NOTE 12 – NEW STANDARDS ISSUED BUT NOT YET IMPLEMENTED**

GASB Statement No. 83, Certain Asset Retirement Obligations establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for Asset Retirement Obligations (AROs). This statement requires that recognition occur when the liability is both incurred and reasonably estimable. The determination of when the liability is incurred should be based on the occurrence of external laws, regulations, contracts, or court judgments, together with the occurrence of an internal event that obligates a government to perform asset retirement activities. Laws and regulations may require governments to take specific actions to retire certain tangible capital assets at the end of the useful lives of those capital assets, such as decommissioning nuclear reactors and dismantling and removing sewage treatment plants. Other obligations to retire tangible capital assets may arise from contracts or court judgments. Internal obligating events include the occurrence of contamination, placing into operation a tangible capital asset that is required to be retired, abandoning a tangible capital asset before it is placed into operation, or acquiring a tangible capital asset that has an existing ARO. This statement will be effective for the year ending December 31, 2019.

GASB Statement No. 84, Fiduciary Activities establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. This statement will be effective for the year ending December 31, 2019.

GASB Statement No. 87, Leases establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. This statement will be effective for the year ending December 31, 2020.

GASB Statement No. 88, Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements improves the information that is disclosed in the notes to the financial statements. It also clarifies which liabilities governments should include when disclosing information related to debt. This statement will be effective for the year ending December 31, 2019.

GASB Statement No. 89, Accounting for Interest Cost Incurred Before the End of a Construction Period enhances the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and simplifies accounting for interest cost incurred before the end of a construction period. This statement will be effective for the year ending December 31, 2020.

GASB Statement No. 90, Majority Equity Interests improves the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. This statement will be effective for the year ending December 31, 2019.

**REQUIRED SUPPLEMENTARY INFORMATION**

**City of Silver Bay  
Schedule of City's Proportionate Share  
of Net Pension Liability - General Employees Retirement Fund  
Last Ten Years\***

For Fiscal Year Ended June 30,	City's Proportionate Share (Percentage) of the Net Pension Liability (Asset)	City's Proportionate Share (Amount) of the Net Pension Liability (Asset)	State's Proportionate Share (Amount) of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability and the State's Proportionate Share of the Net Pension Liability Associated with the City	City's Covered Payroll	City's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	0.0194%	\$ 1,005,408	\$ -	\$ 1,005,408	\$ 1,122,027	89.61%	78.19%
2016	0.0197%	1,599,542	20,831	1,620,373	1,221,893	130.91%	68.91%
2017	0.0187%	1,193,796	15,036	1,208,832	1,206,667	98.93%	75.90%
2018	0.0181%	1,004,114	32,948	1,037,062	1,214,013	82.71%	79.53%

Note: Schedule is intended to show ten year trend. Additional years will be reported as they become available.

**Schedule of City's Proportionate Share  
of Net Pension Liability - Public Employees Police and Fire Retirement Fund  
Last Ten Years\***

For Fiscal Year Ended June 30,	City's Proportion of the Net Pension Liability (Asset)	City's Proportionate Share of the Net Pension Liability (Asset)	City's Covered Payroll	City's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	0.0310%	\$ 352,233	\$ 279,790	125.89%	86.61%
2016	0.0340%	1,364,479	330,130	413.32%	63.88%
2017	0.0340%	459,040	347,185	132.22%	85.43%
2018	0.0346%	365,686	364,685	100.27%	88.84%

Note: Schedule is intended to show ten year trend. Additional years will be reported as they become available.

**City of Silver Bay  
Schedule of City Contributions -  
General Employees Retirement Fund  
Last Ten Years\***

Fiscal Year Ending December 31,	Statutorily Required Contribution	Contributions in Relation to the Statutorily Required Contributions	Contribution Deficiency (Excess)	City's Covered Payroll	Contributions as a Percentage of Covered Payroll
2015	\$ 87,625	\$ 87,625	\$ -	\$ 1,168,333	7.50%
2016	89,627	89,627	-	1,195,027	7.50%
2017	90,674	90,674	-	1,208,987	7.50%
2018	92,721	92,721	-	1,236,280	7.50%

Note: Schedule is intended to show ten year trend. Additional years will be reported as they become available.

**Schedule of City Contributions -  
Public Employees Police and Fire Retirement Fund  
Last Ten Years\***

Fiscal Year Ending December 31,	Statutorily Required Contribution	Contributions in Relation to the Statutorily Required Contributions	Contribution Deficiency (Excess)	City's Covered Payroll	Contributions as a Percentage of Covered Payroll
2015	\$ 50,113	\$ 50,113	\$ -	\$ 309,340	16.20%
2016	53,296	53,296	-	328,988	16.20%
2017	58,463	58,463	-	360,883	16.20%
2018	58,928	58,928	-	363,753	16.20%

Note: Schedule is intended to show ten year trend. Additional years will be reported as they become available.

**City of Silver Bay**  
**Schedule of Changes in Net Pension Liability**  
**and Related Ratios - Fire Relief Association**

	Measurement Date			
	2014	2015	2016	2017
Total Pension Liability (TPL)				
Service cost	\$ 15,405	\$ 16,777	\$ 16,185	\$ 16,131
Interest	28,107	26,080	28,018	26,711
Difference between expected and actual experience	-	-	(14,492)	-
Changes of assumptions	-	-	-	-
Changes of benefit terms	-	-	(23,174)	(51,036)
Benefit payments, including refunds of member contributions	-	(56,100)	-	(22,504)
Net change in total pension liability	<u>43,512</u>	<u>(13,243)</u>	<u>6,537</u>	<u>(30,698)</u>
Beginning of year	<u>401,826</u>	<u>445,338</u>	<u>432,095</u>	<u>438,632</u>
End of year	<u>\$ 445,338</u>	<u>\$ 432,095</u>	<u>\$ 438,632</u>	<u>\$ 407,934</u>
Plan Fiduciary Net Position (FNP)				
Contributions - employer	\$ 22,387	\$ 20,741	\$ 22,179	\$ 22,502
Contributions - employee	-	-	-	-
Net investment income	32,155	33,553	51,022	111,671
Benefit payments, including refunds of member contributions	-	(56,100)	-	(22,504)
Administrative expense	(495)	(612)	(517)	(620)
Other	17,426	(44,984)	-	-
Net change in plan fiduciary net position	<u>71,473</u>	<u>(47,402)</u>	<u>72,684</u>	<u>111,049</u>
Beginning of year	<u>483,364</u>	<u>554,837</u>	<u>507,435</u>	<u>580,119</u>
End of year	<u>\$ 554,837</u>	<u>\$ 507,435</u>	<u>\$ 580,119</u>	<u>\$ 691,168</u>
Net Pension Liability (NPL)	<u>\$ (109,499)</u>	<u>\$ (75,340)</u>	<u>\$ (141,487)</u>	<u>\$ (283,234)</u>
Plan fiduciary net position as a percentage of the total pension liability	124.59%	117.44%	132.26%	169.43%
Covered employee payroll	N/A	N/A	N/A	N/A
Net pension liability as a percentage of covered payroll	N/A	N/A	N/A	N/A

The City implemented the Provisions of Governmental Accounting Standards Board Statement No. 68 for the year ended December 31, 2015. The schedules within the Required Supplementary Information section require a ten-year presentation, but does not require retroactive reporting. Information prior to 2014 is not available. Additional years will be reported as they become available.

**City of Silver Bay  
Schedule of City Contributions  
and Non-Employer Contributing  
Entities - Fire Relief Association**

	City's Fiscal Year Ending December 31,				
	2014	2015	2016	2017	2018
Employer					
Statutorily determined contribution (SDC)	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution in relation to the SDC	-	-	-	-	-
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Non-employer					
2% aid	\$ 22,387	\$ 20,741	\$ 22,179	\$ 21,502	\$ 21,454
Covered payroll	N/A	N/A	N/A	N/A	N/A
Contributions as a percentage of covered payroll	N/A	N/A	N/A	N/A	N/A

The City implemented the provisions of Governmental Accounting Standards Board Statement No. 68 for the year ended December 31, 2015. The schedules within the Required Supplementary Information section require a ten-year presentation, but does not require retroactive reporting. Additional years will be reported as they become available.

**City of Silver Bay**  
**Notes to Required Supplementary Information**

**GENERAL EMPLOYEES FUND**

**2018 Changes**

Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2015 to MP-2017.
- The assumed benefit increase was changed from 1.00% per year through 2044 and 2.50% per year thereafter to 1.25% per year.

**2017 Changes**

Changes in Actuarial Assumptions

- The Combined Service Annuity (CSA) loads were changed from 0.8% for active members and 60% for vested and non-vested deferred members. The revised CSA loads are now 0.0% for active member liability, 15% for vested deferred member liability and 3% for non-vested deferred member liability.
- The assumed post-retirement benefit increase rate was changed from 1.0% per year for all years to 1.0% per year through 2044 and 2.5% per year thereafter.

**2016 Changes**

Changes in Actuarial Assumptions

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2035 and 2.5% per year thereafter to 1.0% per year for all future years.
- The assumed investment return was changed from 7.9% to 7.5%. The single discount rate was changed from 7.9% to 7.5%.
- Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth, the inflation were decreased by 0.25% to 3.25% for payroll growth and 2.50% for inflation.

**2015 Changes**

Changes in Plan Provisions

- On January 1, 2015, the Minneapolis Employees Retirement Fund was merged into the General Employees Fund, which increased the total pension liability by \$1.1 billion and increased the fiduciary plan net position by \$892 million. Upon consolidation, state and employer contributions were revised.

Changes in Actuarial Assumptions

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2030 and 2.5% per year thereafter to 1.0% per year through 2035 and 2.5% per year thereafter.

**POLICE AND FIRE FUND**

**2018 Changes**

Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2016 to MP-2017.

**City of Silver Bay**  
**Notes to Required Supplementary Information**

**POLICE AND FIRE FUND (CONTINUED)**

**2017 Changes**

Changes in Actuarial Assumptions

- Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34% lower than the previous rates.
- Assumed rates of retirement were changed, resulting in fewer retirements.
- The Combined Service Annuity (CSA) load was 30% for vested and non-vested deferred members. The CSA has been changed to 33% for vested members and 2% for non-vested members.
- The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the mortality tables assumed for healthy retirees.
- Assumed termination rates were decreased to 3% for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall.
- Assumed percentage of married female members was decreased from 65% to 60%.
- Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females.
- The assumed percentage of female members electing Joint and Survivor annuities was increased.
- The assumed post-retirement benefit increase rate was changed from 1% for all years to 1% per year through 2064 and 2.5% thereafter.

**2016 Changes**

Changes in Actuarial Assumptions

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2037 and 2.5% thereafter to 1.0% per year for all future years.
- The assumed investment return was changed from 7.9% to 7.5%. The single discount rate changed from 7.9% to 5.6%.
- The assumed future salary increases, payroll growth, and inflation were decreased by 0.25% to 3.25% for payroll growth and 2.50% for inflation.

**2015 Changes**

Changes in Plan Provisions

- The post-retirement benefit increase to be paid after attainment of the 90% funding threshold was changed, from inflation up to 2.5%, to a fixed rate of 2.5%.

Changes in Actuarial Assumptions

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2030 and 2.5% per year thereafter to 1.0% per year through 2037 and 2.5% per year thereafter.

**City of Silver Bay**  
**Notes to Required Supplementary Information**

**VOLUNTEER FIREFIGHTERS RELIEF ASSOCIATION**

**2018 Changes**

Changes in Plan Provisions

- A benefit level decrease from \$1,800 to \$1,600 was reflected in the active liability.

**SUPPLEMENTARY INFORMATION**

**City of Silver Bay  
Combining Balance Sheet -  
Nonmajor Governmental Funds  
December 31, 2018**

	Special Revenue				
	Library (211)	Cemetery (215)	Arena (241)	Park and Recreation (251)	Community Building (261)
<b>Assets</b>					
Cash and investments	\$ 58,814	\$ 20,966	\$ 34,148	\$ 36,423	\$ 2,636
Taxes receivable - delinquent	-	-	-	-	-
Accounts receivable	-	-	765	105	-
Interest receivable	-	63	-	107	-
Due from other governments	-	-	-	83,741	-
Inventory	-	-	-	-	-
Total assets	<u>\$ 58,814</u>	<u>\$ 21,029</u>	<u>\$ 34,913</u>	<u>\$ 120,376</u>	<u>\$ 2,636</u>
<b>Liabilities</b>					
Accounts payable	\$ 768	\$ 16	\$ 5,338	\$ 19,846	\$ 594
Due to other funds	-	-	-	-	-
Due to other governments	6	-	28	-	-
Salaries and benefits payable	3,035	-	4,951	-	-
Unearned revenue	-	-	-	-	-
Total liabilities	<u>3,809</u>	<u>16</u>	<u>10,317</u>	<u>19,846</u>	<u>594</u>
<b>Deferred Inflow of Resources</b>					
Unavailable revenue - property taxes	-	-	-	-	-
<b>Fund Balances</b>					
Nonspendable	-	-	-	-	-
Restricted	20,958	3,378	-	-	-
Assigned	34,047	17,635	24,596	100,530	2,042
Unassigned	-	-	-	-	-
Total fund balances	<u>55,005</u>	<u>21,013</u>	<u>24,596</u>	<u>100,530</u>	<u>2,042</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 58,814</u>	<u>\$ 21,029</u>	<u>\$ 34,913</u>	<u>\$ 120,376</u>	<u>\$ 2,636</u>

Economic Development (271)	Special Revenue					Capital Projects		Total Nonmajor Governmental Funds
	Community Business Partnership (275)	Housing (279)	Storefront Renovation (407)	Marina (601)	Airport (231)	Capital Asset Improvements (412)	Street, Curbs, Parking Lots (406)	
\$ 443,027	\$ 106,615	\$ 7,380	\$ 123,554	\$ 86,130	\$ -	\$ 56,872	\$ 400,575	\$ 1,377,140
-	-	-	-	-	-	1,287	1,608	2,895
-	-	-	-	628	-	-	10,963	12,461
1,276	320	16	369	215	-	93	1,005	3,464
-	-	9,880	-	-	4,669	5,130	6,412	109,832
-	-	-	-	3,844	-	-	-	3,844
<u>\$ 444,303</u>	<u>\$ 106,935</u>	<u>\$ 17,276</u>	<u>\$ 123,923</u>	<u>\$ 90,817</u>	<u>\$ 4,669</u>	<u>\$ 63,382</u>	<u>\$ 420,563</u>	<u>\$ 1,509,636</u>
\$ -	\$ -	\$ -	\$ -	\$ 971	\$ 511	\$ -	\$ -	28,044
-	-	-	-	-	18,323	-	-	18,323
-	-	-	-	260	-	-	-	294
-	-	-	-	-	-	-	-	7,986
-	-	-	-	4,551	-	-	-	4,551
-	-	-	-	5,782	18,834	-	-	59,198
-	-	-	-	-	-	1,287	1,608	2,895
-	-	-	-	3,844	-	-	-	3,844
-	-	-	-	-	-	-	-	24,336
444,303	106,935	17,276	123,923	81,191	-	62,095	418,955	1,433,528
-	-	-	-	-	(14,165)	-	-	(14,165)
<u>444,303</u>	<u>106,935</u>	<u>17,276</u>	<u>123,923</u>	<u>85,035</u>	<u>(14,165)</u>	<u>62,095</u>	<u>418,955</u>	<u>1,447,543</u>
<u>\$ 444,303</u>	<u>\$ 106,935</u>	<u>\$ 17,276</u>	<u>\$ 123,923</u>	<u>\$ 90,817</u>	<u>\$ 4,669</u>	<u>\$ 63,382</u>	<u>\$ 420,563</u>	<u>\$ 1,509,636</u>

**City of Silver Bay**  
**Combining Statement of Revenues, Expenditures, and**  
**Changes in Fund Balances - Nonmajor Governmental Funds**  
**Year Ended December 31, 2018**

	Special Revenue				
	Library (211)	Cemetery (215)	Arena (241)	Park and Recreation (251)	Community Building (261)
<b>Revenues</b>					
General property taxes	\$ 97,000	\$ -	\$ -	\$ -	\$ -
Franchise fees	-	-	-	-	-
Intergovernmental	37,300	-	83,000	122,591	-
Charges for services	2,932	520	17,101	20,117	9,775
Fines and forfeitures	-	-	-	-	-
Miscellaneous					
Investment income	(89)	149	(161)	247	(104)
Contributions and donations	11,679	-	5,000	3,102	-
Other	2,533	-	14,674	558	117
Total revenues	<u>151,355</u>	<u>669</u>	<u>119,614</u>	<u>146,615</u>	<u>9,788</u>
<b>Expenditures</b>					
Current					
Public Works	-	-	-	-	-
Culture and recreation	212,927	1,499	183,997	166,159	16,211
Economic development	-	-	-	-	-
Airport	-	-	-	-	-
Capital outlay					
Culture and recreation	3,568	-	13,295	130,314	12,500
Economic development	-	-	-	-	-
Total expenditures	<u>216,495</u>	<u>1,499</u>	<u>197,292</u>	<u>296,473</u>	<u>28,711</u>
Excess of revenues over (under) expenditures	(65,140)	(830)	(77,678)	(149,858)	(18,923)
<b>Other Financing Sources</b>					
Proceeds from sale of capital asset	-	-	-	-	-
Transfers in	78,730	900	86,760	159,055	18,968
Total other financing sources	<u>78,730</u>	<u>900</u>	<u>86,760</u>	<u>159,055</u>	<u>18,968</u>
Net change in fund balances	13,590	70	9,082	9,197	45
<b>Fund Balances</b>					
Beginning of year	<u>41,415</u>	<u>20,943</u>	<u>15,514</u>	<u>91,333</u>	<u>1,997</u>
End of year	<u>\$ 55,005</u>	<u>\$ 21,013</u>	<u>\$ 24,596</u>	<u>\$ 100,530</u>	<u>\$ 2,042</u>

Special Revenue						Capital Projects		Total Nonmajor Governmental Funds
Economic Development (271)	Community Business Partnership (275)	Housing (279)	Storefront Renovation (407)	Marina (601)	Airport (231)	Capital Asset Improvements (412)	Street, Curbs, Parking Lots (406)	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,725	\$ 43,404	\$ 175,129
-	-	-	-	-	-	-	76,079	76,079
-	-	9,880	-	54,100	22,544	4,349	5,436	339,200
-	-	-	-	148,361	9,910	-	-	208,716
-	-	17,024	-	-	-	-	-	17,024
2,987	759	74	879	517	(149)	267	2,572	7,948
2,000	-	-	-	52	-	-	-	21,833
-	-	-	-	4,082	322	-	-	22,286
<u>4,987</u>	<u>759</u>	<u>26,978</u>	<u>879</u>	<u>207,112</u>	<u>32,627</u>	<u>39,341</u>	<u>127,491</u>	<u>868,215</u>
-	-	-	-	-	-	-	7,579	7,579
-	-	-	-	189,193	-	-	-	769,986
15,910	-	19,919	-	-	-	-	-	35,829
-	-	-	-	-	24,406	-	-	24,406
-	-	-	-	3,092	-	-	-	162,769
9,070	-	-	-	-	-	-	-	9,070
<u>24,980</u>	<u>-</u>	<u>19,919</u>	<u>-</u>	<u>192,285</u>	<u>24,406</u>	<u>-</u>	<u>7,579</u>	<u>1,009,639</u>
(19,993)	759	7,059	879	14,827	8,221	39,341	119,912	(141,424)
20,831	-	-	-	-	-	-	-	20,831
13,910	-	10,040	-	-	-	-	-	368,363
<u>34,741</u>	<u>-</u>	<u>10,040</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>389,194</u>
14,748	759	17,099	879	14,827	8,221	39,341	119,912	247,770
429,555	106,176	177	123,044	70,208	(22,386)	22,754	299,043	1,199,773
<u>\$ 444,303</u>	<u>\$ 106,935</u>	<u>\$ 17,276</u>	<u>\$ 123,923</u>	<u>\$ 85,035</u>	<u>\$ (14,165)</u>	<u>\$ 62,095</u>	<u>\$ 418,955</u>	<u>\$ 1,447,543</u>

**City of Silver Bay**  
**Schedule of Revenues, Expenditures, and**  
**Changes in Fund Balances -**  
**Budget and Actual - General Fund**  
**Year Ended December 31, 2018**

	Budgeted Amounts		Actual Amounts	Variance With Final Budget - Over (Under)
	Original	Final		
<b>Revenues</b>				
General property taxes	\$ 911,495	\$ 921,410	\$ 889,375	\$ (32,035)
Franchise fees	9,900	9,200	9,923	723
Licenses and permits	9,275	7,405	7,423	18
Intergovernmental revenue				
Local government aid	521,900	521,940	521,942	2
PERA aid	4,380	4,380	4,383	3
Taconite homestead credit	140,100	121,185	121,185	-
Taconite production tax	445,000	450,730	450,731	1
Federal grants and aids	11,000	-	-	-
Other state grants and aids	105,000	458,980	458,992	12
Other county grants	13,700	13,885	13,887	2
Other grants and aids	1,500	4,785	4,785	-
Total intergovernmental revenue	<u>1,242,580</u>	<u>1,575,885</u>	<u>1,575,905</u>	<u>20</u>
Charges for services				
Public safety	46,500	60,465	60,467	2
Public works	500	450	454	4
Park and recreation	500	1,010	1,010	-
Total charges for services	<u>47,500</u>	<u>61,925</u>	<u>61,931</u>	<u>6</u>
Fines and forfeitures	4,500	5,180	5,185	5
Miscellaneous revenues				
Investment income	6,000	11,500	12,067	567
Contributions and donations	5,000	3,325	3,325	-
Loan repayments	7,300	12,320	12,323	3
Other	13,700	12,960	9,494	(3,466)
Total miscellaneous revenues	<u>32,000</u>	<u>40,105</u>	<u>37,209</u>	<u>(2,896)</u>
Total revenues	<u>2,257,250</u>	<u>2,621,110</u>	<u>2,586,951</u>	<u>(34,159)</u>
<b>Expenditures</b>				
General government				
Mayor and council				
Current	30,700	29,485	29,465	(20)
Administrative and finance				
Current	328,120	308,515	308,459	(56)
Capital outlay	10,000	9,850	9,846	(4)
Other general government				
Current	169,475	156,295	156,209	(86)
Capital outlay	302,800	23,050	23,045	(5)
Total general government	<u>841,095</u>	<u>527,195</u>	<u>527,024</u>	<u>(171)</u>
Public safety				
Police				
Current	563,830	553,335	553,150	(185)
Capital outlay	4,500	1,725	1,723	(2)

**City of Silver Bay**  
**Schedule of Revenues, Expenditures, and**  
**Changes in Fund Balances -**  
**Budget and Actual - General Fund**  
**Year Ended December 31, 2018**

	Budgeted Amounts		Actual Amounts	Variance With Final Budget - Over (Under)
	Original	Final		
<b>Expenditures (Continued)</b>				
Public safety (continued)				
Fire				
Current	\$ 88,300	\$ 80,665	\$ 80,659	\$ (6)
Capital outlay	16,000	12,365	12,364	(1)
Other				
Current	7,250	6,240	6,186	(54)
Total public safety	679,880	654,330	654,082	(248)
Public works				
Streets and highways				
Street maintenance and storm sewers				
Current	642,700	483,850	483,664	(186)
Capital outlay	395,000	129,905	129,900	(5)
Street lighting				
Current	33,000	35,400	35,403	3
Total public works	1,070,700	649,155	648,967	(188)
Culture and recreation				
Current	27,500	27,440	27,417	(23)
Capital outlay	29,000	401,995	401,943	(52)
Total culture and recreation	56,500	429,435	429,360	(75)
Total expenditures	2,648,175	2,260,115	2,259,433	(682)
Excess of revenues over (under) expenditures	(390,925)	360,995	327,518	(33,477)
<b>Other Financing Sources (Uses)</b>				
Proceeds from sale of capital asset	-	8,775	8,775	-
Bond proceeds	300,000	-	-	-
Insurance recoveries	500	2,855	2,856	1
Transfers in	130,000	115,875	115,878	3
Transfers out	(393,525)	(378,005)	(377,905)	100
Total other financing sources (uses)	36,975	(250,500)	(250,396)	104
Net change in fund balances	\$ (353,950)	\$ 110,495	77,122	\$ (33,373)
<b>Fund Balances</b>				
Beginning of year			2,093,881	
End of year			\$ 2,171,003	

**City of Silver Bay  
Analysis of Changes in Fund Balance -  
Public Works Reserve Fund  
Year Ended December 31, 2018**

	Business Park (903)	Taconite Revenue Losses (904)	Bell Circle Apartments (905)
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Balance, January 1, 2018	\$ (583,263)	\$ 368,812	\$ 6
General property taxes	-	-	-
Intergovernmental revenue	-	-	-
Charges for services	2,480	-	-
Fines and forfeitures	-	-	-
Investment income	-	-	-
Miscellaneous revenue	289	-	-
Transfers from other funds	<u>33,930</u>	<u>-</u>	<u>-</u>
Total available	(546,564)	368,812	6
Expenditures	(14,370)	-	-
Transfers to other funds	<u>-</u>	<u>-</u>	<u>-</u>
Balance, December 31, 2018	<u>\$ (560,934)</u>	<u>\$ 368,812</u>	<u>\$ 6</u>

Project Notes:

\* Taconite reserve has been consistent for the past several years. The five year moving average for taconite taxes is \$480,628, indicating approximately \$113,760 can be added to the reserve at December 31, 2018.

Special Projects (906)	Sidewalk Improvements (907)	Total
\$ 321,932	\$ 491,257	598,744
130,061	35,180	165,241
16,091	4,349	20,440
-	-	2,480
-	-	-
3,974	-	3,974
-	-	289
-	-	<u>33,930</u>
472,058	530,786	825,098
-	(66,971)	(81,341)
<u>(115,878)</u>	<u>-</u>	<u>(115,878)</u>
<u>\$ 356,180</u>	<u>\$ 463,815</u>	<u>\$ 627,879</u>

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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**

Honorable Mayor and Members  
of the City Council  
City of Silver Bay  
Silver Bay, Minnesota

We have audited, 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, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Silver Bay, Minnesota as of and for the year ended December 31, 2018, and the related notes to financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 5, 2019.

**Internal Control over Financial Reporting**

In planning and performing our audit 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 a 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.

### **Internal Control over Financial Reporting (Continued)**

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 audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying Schedule of Findings and Responses on Internal Control as audit finding 2018-001 that we consider to be a significant deficiency.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed 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 finding identified in our audit is described in the accompanying Schedule of Findings and Responses on Internal Control. 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 result of that testing, and not to provide an opinion on the effectiveness of the City'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 City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Bergan KDV, Ltd.*

St. Cloud, Minnesota  
March 5, 2019

**Minnesota Legal Compliance**  
**Independent Auditor's Report**

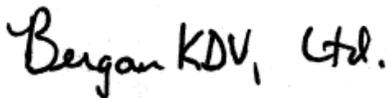
Honorable Mayor and Members  
of the City Council  
City of Silver Bay  
Silver Bay, Minnesota

We have audited, 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, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Silver Bay, Minnesota as of and for the year ended December 31, 2018, and the related notes to financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 5, 2019.

The *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to *Minnesota Statutes* § 6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories, except that we did not test for compliance with the provisions for tax increment financing because the City does not use tax increment financing.

In connection with our audit, nothing came to our attention that caused us to believe that the City of Silver Bay, Minnesota, failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Cities*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "BergankDV, Ltd." in a cursive, slightly stylized font.

St. Cloud, Minnesota  
March 5, 2019

**City of Silver Bay  
Schedule of Findings and Responses  
on Internal Control**

**CURRENT AND PRIOR YEAR INTERNAL CONTROL FINDING:**

**Significant Deficiency:**

**Audit Finding 2018-001 – Lack of Segregation of Accounting Duties**

During the year ended December 31, 2018, the City had a lack of segregation of accounting duties due to a limited number of office employees. The lack of adequate segregation of accounting duties could adversely affect the City's ability to initiate, record, process, and report financial data consistent with the assertions of management in the financial statements.

Management and the City Council are aware of the lack of segregation of accounting duties and have taken certain steps to compensate for the condition, but due to the small staff needed to handle all of the accounting duties, the costs of obtaining desirable segregation of accounting duties can often exceed benefits which could be derived. However, management and the City Council must remain aware of this situation and should continually monitor the accounting system, including changes that occur.

The lack of segregation of accounting duties can be demonstrated in the following areas, which is not intended to be an all-inclusive list:

- The Deputy Clerk has full general ledger access, including the ability to write and post journal entries, and is also responsible for review of the financial activities of the City, including preparation of the bank reconciliation.
- Receipting Process
  - The Assistant Deputy Clerk creates and sends invoices, occasionally collects payments as they are received, prepares deposits, and enters the receipts into the accounting system.
  - The Assistant Deputy Clerk enters the utility billing into the utility billing register, bills commercial and residential customers, and mails the utility bills. The Assistant Deputy Clerk also occasionally receives payments, records the receipts, and is also able to make adjustments to the utility billing register.
- Disbursement Process
  - The Assistant Deputy Clerk creates a batch list for City Council approval, enters information for payment on all bills, prints checks, mails checks, and creates the paid claims list that is presented to the City Council.

**City's Response:**

The City is aware of this situation and as the auditors acknowledge, it would not be cost effective to hire additional personnel to correct this issue. The City will continue to monitor the internal controls and adjust them when possible using the current staff.