

***CITY OF MILLERSBURG, OREGON
ANNUAL FINANCIAL REPORT
YEAR ENDED JUNE 30, 2019***

CITY OF MILLERSBURG, OREGON
CITY OFFICIALS
JUNE 30, 2019

<u><i>Name and Address</i></u>	<u><i>Position</i></u>	<u><i>Term Expires</i></u>
Jim Lepin 3360 Lauren Avenue NE Albany, Oregon 97321	Mayor	December 31, 2022
Scott Cowan 2491 Millersburg Drive NE Albany, Oregon 97321	Council President	December 31, 2022
Scott McPhee P.O. Box 1852 Albany, Oregon 97321	Council Member	December 31, 2020
Don Miller 2690 Millersburg Drive NE Albany, Oregon 97321	Council Member	December 31, 2020
Dave Harms 3206 Yosemite Place NE Albany, Oregon 97321	Council Member	December 31, 2020

Appointed Officials

Kevin Kreitman
City Manager
4222 Old Salem Road NE
Albany, Oregon 97321

CITY OF MILLERSBURG, OREGON
TABLE OF CONTENTS

	<u>Page</u>
FINANCIAL SECTION	
Independent Auditor's Report	1-2
Management's Discussion and Analysis	3-8
Basic Financial Statements	
Government-wide Financial Statements	
Statement of Net Position (Modified Cash Basis)	9
Statement of Activities (Modified Cash Basis)	10
Fund Financial Statements	
Balance Sheet (Modified Cash Basis) - Governmental Funds	11
Statement of Revenues, Expenditures and Changes in Fund Balances (Modified Cash Basis) - Governmental Funds	12
Statement of Fund Net Position (Modified Cash Basis) - Proprietary Funds	13
Statement of Revenues, Expenses and Changes in Fund Net Position (Modified Cash Basis) - Proprietary Funds	14
Statement of Cash Flows (Modified Cash Basis) - Proprietary Funds	15
Notes to Basic Financial Statements	16-29
Supplemental Information	
Governmental Funds	
Schedules of Revenues, Expenditures and Changes in Fund Balances (Modified Cash Basis) - Budget and Actual	
General Fund	30
Street Fund	31
Proprietary Funds	
Schedules of Revenues, Expenditures and Changes in Fund Balance (Modified Cash Basis) - Budget and Actual	
Water Utility Fund	32
Sewer Utility Fund	33
Sewer Construction Fund	34
COMPLIANCE SECTION	
Independent Auditor's Report Required by Oregon State Regulations	35-36

FINANCIAL SECTION



GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
475 Cottage Street NE, Suite 200, Salem, Oregon 97301
(503) 581-7788

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members of the City Council
City of Millersburg
4222 Old Salem Rd NE
Albany, Oregon 97321

Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, each major fund, and aggregate remaining fund information of the City of Millersburg, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in the notes to the financial statements; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these modified cash basis financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Millersburg, as of June 30, 2019, and the respective changes in modified cash basis financial position and, where applicable, cash flows, thereof for the year then ended in accordance with the modified cash basis of accounting described in the notes to the financial statements.

Basis of Accounting

We draw attention to the notes to financial statements, which describe the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

Other Matters

Report on Supplemental and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City’s basic financial statements. Management’s discussion and analysis and the supplemental information are the responsibility of management, are presented for purposes of additional analysis and are not required parts of the basic financial statements.


The supplemental information as listed in the table of contents is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the basic financial statements. The 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 information is fairly stated in all material respects in relation to the basic financial statements as a whole on the basis of accounting described in notes to the financial statements.

Management’s discussion and analysis has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated December 5, 2019, on our consideration of the City's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 
Ryan T. Pasquarella, A Shareholder
December 5, 2019

City of Millersburg, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Fiscal Year Ended June 30, 2019

The management of the City of Millersburg, Oregon presents this narrative overview and analysis to facilitate both a short and a long-term analysis of the financial activities of the City for the fiscal year ended June 30, 2019. This Management's Discussion and Analysis (MD&A) is based on currently known facts, decisions, and conditions that existed as of the date of the independent auditor's report. Please read it in conjunction with the City's financial statements which follow this section.

Financial Highlights

	June 30,		change
	2019	2018	
Net Position	\$ 44,535,043	\$ 43,908,326	\$ 626,717
Change in Net Position	626,717	2,207,161	(1,580,444)
Governmental Net Position	25,776,863	25,080,703	696,160
Proprietary Net Position	18,758,180	18,827,623	(69,443)
Change in Governmental Net Position	696,160	1,793,268	(1,097,108)
Change in Proprietary Net Position	(69,443)	413,893	(483,336)

Overview of the Financial Statements

The following discussion and analysis is intended to serve as an introduction to the City's basic financial statements and other supplementary information. The City's basic financial statements are comprised of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the basic financial statements

Government-wide financial statements - The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business. These statements include:

The Statement of Net Position (Modified Cash Basis). The *statement of net position* presents information on all of the assets and liabilities of the City as of the date on the statement. Net position is what remains after the recognized liabilities have been paid off or otherwise satisfied. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities (Modified Cash Basis). The *statement of activities* presents information showing how the net position of the City changed over the most recent fiscal year by tracking revenues, expenses and other transactions that increase or decrease net position in total.

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include the following:

- General government
- Highways and streets

The business-type activities of the City include the following:

- Water utility
- Sewer utility
- Stormwater utility

The government-wide financial statements can be found on pages 9 through 10 of this report.

Fund financial statements – The fund financial statements provide more detailed information about the City’s funds, focusing on its most significant or “major” funds – not the City as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental funds - Governmental funds are used to account for activities where the emphasis is placed on available financial resources, rather than upon net income determination. Therefore, unlike the government-wide financial statements, governmental fund financial statements focus on the acquisition and use of current spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government’s near-term requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial decisions. By doing so, readers may better understand the long-term impact of the government’s near-term financial decisions.

The City maintains two individual governmental funds. Information is presented separately in the governmental funds Balance Sheet and in the governmental funds Statement of Revenues, Expenditures and Changes in Fund Balances for those funds that are considered significant (major) to the City taken as a whole. These financial statements report two major funds, the General and Street.

The governmental fund financial statements can be found on pages 11 through 12 in the basic financial statements.

The City adopts an annual appropriated budget for all governmental funds. To demonstrate compliance with the budget, budgetary comparison statements have been provided for the General fund and Street fund.

Proprietary funds - Proprietary funds are used to account for activities where the emphasis is placed on net income determination. All of the City’s proprietary funds are enterprise funds. Enterprise funds are used to report the same functions presented as business-type activities in the governmental-wide financial statements.

The City uses enterprise funds to account for its water, sewer and stormwater activity.

The enterprise funds for Water Utility, Sewer Utility and Stormwater Utility are considered to be major funds of the City and are reported separately in the proprietary fund financial statements in the basic financial statements.

The City adopts an annual appropriated budget for each enterprise fund. To demonstrate compliance with the budget, budgetary comparison statements have been provided for the enterprise funds as other supplemental information.

The enterprise fund financial statements can be found on pages 13 through 15 in the basic financial statements.

Notes to the basic financial statements - The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. They are an integral part of the basic financial statements and should be read in conjunction with them.

Other information - In addition to the basic financial statements and accompanying notes, this report also presents certain *supplemental information*, including the budgetary comparison schedules, the combining nonmajor fund financial statements, and other schedules.

Government-Wide Financial Analysis

City of Millersburg Statements of Net Position (Modified Cash Basis) June 30,

	2019			2018 (restated)		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Current and other assets	\$ 8,927,681	\$ 4,454,767	\$ 13,382,448	\$ 8,143,963	\$ 4,714,318	\$ 12,858,281
Non-depreciable capital assets	6,505,758	188,953	6,694,711	6,505,758	188,953	6,694,711
Depreciable capital assets, net	10,346,162	20,552,806	30,898,968	10,430,982	21,025,590	31,456,572
Total assets	25,779,601	25,196,526	50,976,127	25,080,703	25,928,861	51,009,564
Current liabilities	2,738	6,400	9,138	-	718	718
Long-term liabilities	-	6,431,946	6,431,946	-	7,100,520	7,100,520
Total liabilities	2,738	6,438,346	6,441,084	-	7,101,238	7,101,238
Net position:						
Net investment in capital assets	16,851,920	14,309,813	31,161,733	16,936,740	14,114,023	31,050,763
Restricted	3,294,074	1,466,877	4,760,951	2,532,123	2,052,384	4,584,507
Unrestricted	5,630,869	2,981,490	8,612,359	5,611,840	2,661,216	8,273,056
Total Net Position	\$ 25,776,863	\$ 18,758,180	\$ 44,535,043	\$ 25,080,703	\$ 18,827,623	\$ 43,908,326

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets exceeded liabilities by \$44,535,043 at June 30, 2019.

The City's net investment in capital assets, \$31,549,733 or approximately 70% represents the net book value of capital assets less the outstanding balance of debt issued for the purpose of acquiring or constructing capital assets.

A portion of the City's net position, \$4,760,951, or approximately 11%, represents resources that are subject to external restrictions on how they may be used. The remaining balance is net position - unrestricted totaling \$8,612,359, or approximately 19%.

City of Millersburg
Statements of Activities (Modified Cash Basis)
For the Year Ended June 30,

	2019			2018		
	Governmental Activities	Business- type Activities	Total	Governmental Activities	Business- type Activities	Total
Revenues						
Program Revenues						
Fees, fines and charges for services	\$ 861,864	\$ 1,733,057	\$ 2,594,921	\$ 1,163,448	\$ 1,810,063	\$ 2,973,511
Operating grants and contributions	151,426	37,363	188,789	120,539	37,538	158,077
Capital grants and contributions	490,963	547,837	1,038,800	1,489,838	619,540	2,109,378
General Revenues						
Property taxes	1,760,529	-	1,760,529	782,233	-	782,233
Franchise taxes	938,952	-	938,952	919,647	-	919,647
Intergovernmental	71,141	-	71,141	64,837	-	64,837
Miscellaneous	115,884	-	115,884	307,507	-	307,507
<i>Total Revenues</i>	<u>4,722,901</u>	<u>2,318,257</u>	<u>7,041,158</u>	<u>4,848,049</u>	<u>2,467,141</u>	<u>7,315,190</u>
Expenses						
General government	3,874,572	-	3,874,572	2,515,152	-	2,515,152
Highway and streets	274,769	-	274,769	539,629	-	539,629
Water	-	1,047,872	1,047,872	-	1,087,832	1,087,832
Sewer	-	1,098,988	1,098,988	-	965,416	965,416
<i>Total Expenses</i>	<u>4,149,341</u>	<u>2,265,100</u>	<u>6,414,441</u>	<u>3,054,781</u>	<u>2,053,248</u>	<u>5,108,029</u>
Transfers	122,600	(122,600)	-	-	-	-
Change in Net Position	696,160	(69,443)	626,717	1,793,268	413,893	2,207,161
Net Position, beginning of year	25,080,703	18,827,623	43,908,326	23,287,435	18,413,730	41,701,165
Net Position, end of year	<u>\$ 25,776,863</u>	<u>\$ 18,758,180</u>	<u>\$ 44,535,043</u>	<u>\$ 25,080,703</u>	<u>\$ 18,827,623</u>	<u>\$ 43,908,326</u>

The City's net position increased \$626,717 during fiscal 2018-2019. This increase is explained in the government and business-type activities as follows:

Governmental activities - The City's net position increased by \$696,160 from governmental activities.

Major Governmental Funds:

General. The General fund is the primary operating fund of the City. Fund balance was \$6,187,187 at June 30, 2019. The fund balance increased by \$242,082 during the year mainly due to a significant increase in building activity and the associated permits.

As a measure of the fund's liquidity, it may be useful to compare total fund balance to total fund expenditures. Fund balance represents 160% of total General fund expenditures.

Street. The Street fund accounts for revenues and expenditures related to street maintenance and improvements. The fund balance increased this year by \$538,898 due to substantial revenue and minimal expenditures.

Business-type activities - The City's net position decreased by \$69,443 from business-type activities.

Major Proprietary Funds:

Water Utility. The Water Utility fund revenues are from charges for services and expenses are for personal services, materials and services and capital outlay. The fund’s net position decreased by \$14,456 during the year.

Sewer Utility. The Sewer fund revenues are from charges for services and expenses are for personal services, materials and services and capital outlay. The fund’s net position decreased by \$121,840 during the year.

Stormwater Utility. The Stormwater fund revenues are from charges for services and expenses are for personal services, materials and services and capital outlay. The fund’s net position increased by \$66,853 during the year.

Capital Assets and Debt Administration

Capital Assets

The City’s capital assets for governmental and business-type activities are shown below. Capital assets include land, buildings and improvements, furniture and equipment, and infrastructure. More detailed information on the City’s capital assets can be found in the notes to the financial statements.

	Governmental activities		Business-type activities		Totals	
	2019	2018	2019	2018	2019	2018
Land	\$ 6,505,758	\$ 6,505,758	\$ 188,953	\$ 188,953	\$ 6,694,711	\$ 6,694,711
Buildings and improvements	3,377,288	2,998,660	-	-	3,377,288	2,998,660
Furniture and equipment	235,134	179,839	11,651	11,651	246,785	191,490
Infrastructure	12,770,029	12,739,471	33,116,473	32,500,080	45,886,502	45,239,551
Accumulated depreciation	(6,036,289)	(5,486,988)	(12,575,318)	(11,486,141)	(18,611,607)	(16,973,129)
Net capital assets	<u>\$ 16,851,920</u>	<u>\$ 16,936,740</u>	<u>\$ 20,741,759</u>	<u>\$ 21,214,543</u>	<u>\$ 37,593,679</u>	<u>\$ 38,151,283</u>

Long-Term Debt

The long-term debt of the City is shown below. The City made scheduled payments on existing debt during the year. More detailed information on the City’s long-term debt can be found in the notes to the financial statements.

State statutes limit the amount of general obligation debt a government entity may issue up to 3 percent of its total assessed valuation. The City currently has no general obligation debt.

**City of Millersburg
Outstanding Debt**

	Business-type Activities	
	2019	2018
SPWF water loan	\$ 2,319,000	\$ 2,637,471
City of Albany sewer plant	3,487,946	3,788,049
DEQ wetlands loan	625,000	675,000
	<u>\$ 6,431,946</u>	<u>\$ 7,100,520</u>

Current Year Budgetary Highlights

There were no changes made to the adopted budget for the General fund during the current fiscal year.

Economic Factors and Next Year's Budgets and Rates

During the preparation of the budget for the ensuing fiscal year, the long-term impacts of the local economy were examined in conjunction with business decisions made by the City. The following are the major assumptions used in developing the FY 2020 budget:

- The City's population is expected to grow significantly in 2020.
- The City's tax rate is estimated to be 100% of the City's permanent levy rate of \$3.500.
- Assessed values, the basis of property tax revenues, will grow by 3% due to market conditions.
- Interest rates on investments will be similar to 2019.

Requests for Information

This financial report is designed to provide a general overview of the City's finances for those with an interest in the government's finances. Questions concerning any of the information provided in this report should be addressed to the City Manager at 4222 NE Old Salem Road, Albany, Oregon 97321.

BASIC FINANCIAL STATEMENTS

CITY OF MILLERSBURG, OREGON
STATEMENT OF NET POSITION (MODIFIED CASH BASIS)
JUNE 30, 2019

	Governmental Activities	Business-type Activities	Totals
ASSETS			
Cash and cash equivalents	\$ 8,927,681	\$ 4,454,767	\$ 13,382,448
Non-depreciable capital assets	6,505,758	188,953	6,694,711
Depreciable capital assets, net	10,346,162	20,552,806	30,898,968
<i>Total Assets</i>	25,779,601	25,196,526	50,976,127
LIABILITIES			
Payroll withholdings	2,738	-	2,738
Deposits payable	-	6,400	6,400
Long-term liabilities			
Portion due within one year	-	715,377	715,377
Portion due in more than one year	-	5,716,569	5,716,569
<i>Total Liabilities</i>	2,738	6,438,346	6,441,084
NET POSITION			
Net investment in capital assets	16,851,920	14,309,813	31,161,733
Restricted for:			
Debt service	-	369,124	369,124
Streets	2,737,756	-	2,737,756
Capital acquisitions	556,318	1,097,753	1,654,071
Unrestricted	5,630,869	2,981,490	8,612,359
<i>Total Net Position</i>	<u>\$ 25,776,863</u>	<u>\$ 18,758,180</u>	<u>\$ 44,535,043</u>

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

CITY OF MILLERSBURG, OREGON
STATEMENT OF ACTIVITIES (MODIFIED CASH BASIS)
YEAR ENDED JUNE 30, 2019

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expenses) Revenues and Changes in Net Position</u>		
		<u>Fees, Fines and Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
FUNCTIONS/PROGRAMS							
Governmental activities:							
General government	\$ 3,874,572	\$ 760,814	\$ 1,100	\$ 116,400	\$ (2,996,258)	\$ -	\$ (2,996,258)
Highway and streets	274,769	101,050	150,326	374,563	351,170	-	351,170
<i>Total Governmental activities</i>	4,149,341	861,864	151,426	490,963	(2,645,088)	-	(2,645,088)
Business-type activities:							
Water	1,047,872	893,088	-	284,028	-	129,244	129,244
Sewer	1,098,988	839,969	37,363	236,716	-	15,060	15,060
Stormwater	118,240	-	-	27,093	-	(91,147)	(91,147)
<i>Total Business-type activities</i>	2,265,100	1,733,057	37,363	547,837	-	53,157	53,157
<i>Total Activities</i>	<u>\$ 6,414,441</u>	<u>\$ 2,594,921</u>	<u>\$ 188,789</u>	<u>\$ 1,038,800</u>	(2,645,088)	53,157	(2,591,931)
General Revenues:							
Property taxes					1,760,529	-	1,760,529
Franchise taxes					938,952	-	938,952
Intergovernmental					71,141	-	71,141
Investment earnings					332,142	-	332,142
Miscellaneous					115,884	-	115,884
<i>Total General Revenues</i>					3,218,648	-	3,218,648
Transfers					122,600	(122,600)	-
Change in Net Position					696,160	(69,443)	626,717
Net Position - beginning of year (restated)					25,080,703	18,827,623	43,908,326
Net Position - end of year					<u>\$ 25,776,863</u>	<u>\$ 18,758,180</u>	<u>\$ 44,535,043</u>

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

CITY OF MILLERSBURG, OREGON
BALANCE SHEET (MODIFIED CASH BASIS) - GOVERNMENTAL FUNDS
JUNE 30, 2019

	<u>Revenue</u>		
	<u>General</u>	<u>Street Fund</u>	<u>Total</u>
ASSETS			
Cash and cash equivalents	\$ 6,189,925	\$ 2,737,756	\$ 8,927,681
 LIABILITIES AND FUND BALANCE			
Liabilities			
Payroll withholdings	\$ 2,738	\$ -	\$ 2,738
Fund Balance:			
Restricted for:			
Streets	-	2,737,756	2,737,756
Capital acquisitions	556,318		556,318
Unassigned	5,630,869	-	5,630,869
<i>Total Fund Balance</i>	<u>6,187,187</u>	<u>2,737,756</u>	<u>8,924,943</u>
<i>Total Liabilities and Fund Balance</i>	<u>\$ 6,189,925</u>	<u>\$ 2,737,756</u>	<u>\$ 8,927,681</u>

**Reconciliation of the Balance Sheet (Modified Cash Basis)
to the Statement of Net Position (Modified Cash Basis)**

<i>Fund Balances</i>	\$ 8,924,943
Capital assets are not financial resources in governmental funds, but are reported in the Statement of Net Position at their net depreciable value:	
Capital assets, cost	22,888,209
Accumulated depreciations	(6,036,289)
<i>Net Position</i>	<u>\$ 25,776,863</u>

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

CITY OF MILLERSBURG, OREGON

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

(MODIFIED CASH BASIS) - GOVERNMENTAL FUNDS

YEAR ENDED JUNE 30, 2019

	<u>General Fund</u>	<u>Special Revenue Street Fund</u>	<u>Total</u>
REVENUES			
Taxes and assessments	\$ 2,078,417	\$ -	\$ 2,078,417
Intergovernmental	72,241	150,326	222,567
Licenses and permits	1,491,451	374,563	1,866,014
Charges for services	6,580	-	6,580
Miscellaneous	448,273	101,050	549,323
<i>Total Revenues</i>	4,096,962	625,939	4,722,901
EXPENDITURES			
General government	3,871,972	-	3,871,972
Highway and streets	-	192,549	192,549
<i>Total Expenditures</i>	3,871,972	192,549	4,064,521
REVENUES OVER (UNDER) EXPENDITURES	224,990	433,390	658,380
OTHER FINANCING SOURCES (USES)			
Transfers in	407,000	180,108	587,108
Transfers out	(389,908)	(74,600)	(464,508)
<i>Total Other Financing Sources (Uses)</i>	17,092	105,508	122,600
NET CHANGE IN FUND BALANCE	242,082	538,898	780,980
FUND BALANCE, beginning of year	5,945,105	2,198,858	8,143,963
FUND BALANCE, end of year	<u>\$ 6,187,187</u>	<u>\$ 2,737,756</u>	<u>\$ 8,924,943</u>

**Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance
(Modified Cash Basis) to the Statement of Activities (Modified Cash Basis)**

Net change in fund balance \$ 780,980

Capital acquisitions are reported as expenditures in governmental funds.

However, the Statement of Activities allocates the cost of capital acquisitions over the estimated useful life as depreciation expense:

Capital acquisitions	464,481
Depreciation expense	(549,301)

Change in net position of governmental activities \$ 696,160

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

CITY OF MILLERSBURG, OREGON**STATEMENT OF FUND NET POSITION (MODIFIED CASH BASIS) - PROPRIETARY FUNDS**

JUNE 30, 2019

	<u>Water Utility Fund</u>	<u>Sewer Utility Fund</u>	<u>Stormwater Utility Fund</u>	<u>Total</u>
ASSETS				
Current assets:				
Cash and cash equivalents	\$ 2,102,611	\$ 2,307,795	\$ 44,361	\$ 4,454,767
Capital assets:				
Non-depreciable capital assets	79,387	109,566	-	188,953
Depreciable capital assets, net	7,084,186	13,446,128	22,492	20,552,806
<i>Total Assets</i>	<u>9,266,184</u>	<u>15,863,489</u>	<u>66,853</u>	<u>25,196,526</u>
LIABILITIES				
Current liabilities:				
Deposits payable	6,400	-	-	6,400
Long-term liabilities				
Portion due within one year	360,000	355,377	-	715,377
Portion due in more than one year	1,959,000	3,757,569	-	5,716,569
<i>Total Liabilities</i>	<u>2,325,400</u>	<u>4,112,946</u>	<u>-</u>	<u>6,438,346</u>
FUND NET POSITION:				
Investment in capital assets	4,844,573	9,442,748	22,492	14,309,813
Restricted for:				
Debt service	369,124	-	-	369,124
Capital acquisitions	1,097,753	-	-	1,097,753
Unrestricted	629,334	2,307,795	44,361	2,981,490
<i>Total Fund Net Position</i>	<u>\$ 6,940,784</u>	<u>\$ 11,750,543</u>	<u>\$ 66,853</u>	<u>\$ 18,758,180</u>

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

CITY OF MILLERSBURG, OREGON

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

(MODIFIED CASH BASIS) - PROPRIETARY FUNDS

YEAR ENDED JUNE 30, 2019

	Water Utility Fund	Sewer Utility Fund	Stormwater Utility Fund	Total
OPERATING REVENUES				
Charges for services	\$ 893,088	\$ 839,969	\$ -	\$ 1,733,057
Intergovernmental	-	37,363	-	37,363
<i>Total Operating Revenues</i>	893,088	877,332	-	1,770,420
OPERATING EXPENSES				
Materials and services	520,112	387,624	117,262	1,024,998
Depreciation	464,133	624,066	978	1,089,177
<i>Total Operating Expenses</i>	984,245	1,011,690	118,240	2,114,175
OPERATING INCOME	(91,157)	(134,358)	(118,240)	(343,755)
NONOPERATING ITEMS				
Capital Financing Revenues (Expenses)				
Capital contributions	284,028	236,716	27,093	547,837
Interest on long-term debt	(63,627)	(87,298)	-	(150,925)
<i>Total Nonoperating Items</i>	220,401	149,418	27,093	396,912
NET INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	129,244	15,060	(91,147)	53,157
CONTRIBUTIONS AND TRANSFERS				
Transfers in	-	-	209,800	209,800
Transfers out	(143,700)	(136,900)	(51,800)	(332,400)
CHANGE IN FUND NET POSITION	(14,456)	(121,840)	66,853	(69,443)
FUND NET POSITION, beginning of year (restated)	6,955,240	11,872,383	-	18,827,623
FUND NET POSITION, end of year	\$ 6,940,784	\$ 11,750,543	\$ 66,853	\$ 18,758,180

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

CITY OF MILLERSBURG, OREGON

STATEMENT OF CASH FLOWS (MODIFIED CASH BASIS) - PROPRIETARY FUNDS

FOR THE YEAR ENDED JUNE 30, 2019

	<u>Water Utility Fund</u>	<u>Sewer Utility Fund</u>	<u>Stormwater Utility Fund</u>	<u>Total</u>
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash received from customers	\$ 899,488	\$ 839,251	\$ -	\$ 1,738,739
Cash received from other sources	-	37,363	-	37,363
Cash paid to suppliers and others	(520,112)	(387,624)	(117,262)	(1,024,998)
<i>Net Cash Provided by (Used for) Operating Activities</i>	379,376	488,990	(117,262)	751,104
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Transfers in	-	-	209,800	209,800
Transfers out	(143,700)	(136,900)	(51,800)	(332,400)
<i>Net Cash Provided by (Used for) Non-Capital Financing Activities</i>	(143,700)	(136,900)	158,000	(122,600)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Proceeds from issuance of debt	2,682,000	-	-	2,682,000
Purchase of capital assets	(12,535)	(580,388)	(23,470)	(616,393)
Principal paid on debt	(3,000,471)	(350,103)	-	(3,350,574)
Interest paid on debt	(63,627)	(87,298)	-	(150,925)
Capital contributions	284,028	236,716	27,093	547,837
<i>Net Cash Provided by (Used for) Capital and Related Financing Activities</i>	(110,605)	(781,073)	3,623	(888,055)
<i>Increase in Cash and Investments</i>	125,071	(428,983)	44,361	(259,551)
CASH AND INVESTMENTS, Beginning of year	1,977,540	2,736,778	-	4,714,318
CASH AND INVESTMENTS, End of year	<u>\$ 2,102,611</u>	<u>\$ 2,307,795</u>	<u>\$ 44,361</u>	<u>\$ 4,454,767</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY (USED FOR) OPERATING ACTIVITIES				
Operating income (loss)	\$ (91,157)	\$ (134,358)	\$ (118,240)	\$ (343,755)
Adjustments				
Depreciation	464,133	624,066	978	1,089,177
Increase (decrease) in deposits	6,400	(718)	-	5,682
<i>Net Cash Provided by (Used for) Operating Activities</i>	<u>\$ 379,376</u>	<u>\$ 488,990</u>	<u>\$ (117,262)</u>	<u>\$ 751,104</u>

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

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Millersburg, Oregon was incorporated in 1974 under the provisions of the Oregon Statutes. The City offers a beautiful eleven-acre park with a large shelter for year-round use. It boasts of a volleyball court, a jogging path, a tennis court, and an outdoor basketball court. Two baseball fields, playground equipment, and horseshoe pits round out the park amenities. With a population of 2,615 and growing, Millersburg gives you that country feeling with big city facilities nearby. The City utilizes the council-manager form of government. Under the Council-Manager form of government, the City Council provides the policy direction to the City Manager who is responsible for administering City operations such as budget preparation and enforcement, expenditure approval, and hiring of City personnel. The five member City Council are elected by a vote of the general public. The Mayor is elected by a vote of the City Council.

As discussed further under *Measurement Focus and Basis of Accounting*, these financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

Basic Financial Statements

Basic financial statements are presented at both the government-wide and fund financial level. Both levels of statements categorize primary activities as either governmental or business-type. Governmental activities, which are normally 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.

Government-wide financial statements display information about the reporting government as a whole. For the most part, the effect of interfund activity has been removed from these statements. These statements focus on the sustainability of the City as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. These aggregated statements consist of the Statement of Net Position (Modified Cash Basis) and the Statement of Activities (Modified Cash Basis).

The Statement of Net Position (Modified Cash Basis) presents all the recorded assets and liabilities of the City. Net position, representing assets less liabilities, is shown in two components: restricted for special purposes, amounts which must be spent in accordance with legal restrictions; and unrestricted, the amount available for ongoing City activities.

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

Fund financial statements display information at the individual fund level. Each fund is considered to be a separate accounting entity. Funds are classified and summarized as governmental, proprietary, or fiduciary. Currently, the City has governmental (general and special revenue) and proprietary type (enterprise) funds. Major individual governmental funds, and major individual proprietary funds are reported as separate columns in the fund financial statements.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation

The financial transactions of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The City reports the following major governmental funds:

General Fund

This fund accounts for the financial operations of the City not accounted for in any other fund. Principal sources of revenues are property taxes, licenses and permits, franchise fees and State shared revenues. Primary expenditures are for general administration.

Special Revenue Fund

Street Fund – The Street Fund accounts for state highway use tax revenues. Expenditures are for street lighting and repairs, as allowed by Oregon statutes.

The City reports the following major proprietary funds:

Enterprise Funds

Water Utility Fund – The Water Utility Fund accounts for the activities of the City’s water utilities. The primary source of revenue is user charges. Expenditures are primarily for the operation of the water system and acquisition and construction of capital assets.

Sewer Utility Fund - The Sewer Utility Fund accounts for the activities of the City’s sewer utilities. The primary source of revenue is user charges. Expenditures are primarily for the operation of the utility and acquisition of capital assets.

Stormwater Utility Fund - The Stormwater Utility Fund accounts for the activities of the City’s sewer utilities. The primary source of revenue is user charges. Expenditures are primarily for the operation of the stormwater utility and acquisition of capital assets.

Fund Balance

In governmental funds, the City’s policy is to first apply the expenditure toward restricted fund balance and then to other, less-restrictive classifications – committed and then assigned fund balances before using unassigned fund balances.

Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories, prepaids and deposits, and assets held for resale.

Fund balance is reported as restricted when the constraints placed on the use of resources are either: (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Balance (Continued)

Fund balance is reported as committed when the City Council takes formal action that places specific constraints on how the resources may be used. The City Council can modify or rescind the commitment at any time through taking a similar formal action.

Resources that are constrained by the City's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent is expressed when the City Council approves which resources should be "reserved" during the adoption of the annual budget. The City's City Administrator uses that information to determine whether those resources should be classified as assigned or unassigned for presentation in the City's Annual Financial Report.

Unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been restricted, committed, or assigned within the General Fund. This classification is also used to report any negative fund balance amounts in other governmental funds.

Definitions of Governmental Fund Types

The General Fund is used to account for all financial resources not accounted for in another fund.

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The term "proceeds of specific revenues sources" means that the revenue sources for the fund must be from restricted or committed sources, specifically that a substantial portion of the revenue must be from these sources and be expended in accordance with those requirements.

Measurement Focus and Basis of Accounting

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

In the government-wide Statement of Net Position (Modified Cash Basis) and Statement of Activities (Modified Cash Basis), both governmental and business-type activities are presented using the economic resource measurement focus, within the limitations of the modified cash basis of accounting, as defined below.

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

- a. All governmental funds utilize a current financial resources measurement focus within the limitations of the modified cash basis of accounting. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary funds utilize an economic resource measurement focus within the limitations of the modified cash basis of accounting. The accounting objectives of this measurement focus are the determination of operating income, change in net position (or cost recovery), net financial position, and cash flows. All assets and liabilities (whether current or noncurrent or financial or nonfinancial) associated with their activities are generally reported within the limitations of the modified cash basis of accounting.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting (Continued)

The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than GAAP as established by GASB. This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position or balance sheets cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include:

1. Interfund receivables and payables that are temporary borrowing and result from transactions involving cash or cash equivalents are recognized.
2. Assets that normally convert to cash or cash equivalents (e.g., certificates of deposit, external cash pools, and marketable investments) that arise from transactions and events involving cash or cash equivalents are recognized.
3. Capital assets owned by the City net of their depreciable value.
4. Liabilities for cash (or cash equivalents) held on behalf of others or held in escrow are recognized.
5. Long-term liabilities held by the City for capital projects and improvements.

The modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses or expenditures (such as accounts payable and expenses for goods and services received but not yet paid and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value. Additionally, capital assets such as property and equipment, and long-term liabilities such as debt are only reported in the proprietary funds and government-wide financial statements.

If the City utilized the basis of accounting recognized as generally accepted in the United States of America, the fund financial statements for the governmental funds would use the modified accrual basis of accounting, and the fund financial statements for the enterprise funds would use the accrual basis of accounting. All government-wide financial statements would be presented on the accrual basis of accounting.

The City's policy, although not in accordance with accounting principles generally accepted in the United States of America, is acceptable under Oregon Law (ORS 294.333), which leaves the selection of the method of accounting to the discretion of the municipal corporation.

Enterprise funds distinguish between operating revenues and expenses and nonoperating items. Operating revenues and expenses result from providing services to customers in connection with ongoing utility operations. The principal operating revenues are charges to customers for service. Operating expenses include payroll and related costs, and materials and supplies. All revenues not considered operating are reported as nonoperating items.

When expenditures are paid for purposes in which both net position - restricted and net position - unrestricted are available, the City deems net position - restricted to be spent first.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and Cash Equivalents

The City maintains cash and cash equivalents in a common pool that is available for use by all funds. Each fund type's portion of this pool is displayed in the financial statements as cash and cash equivalents. Additionally, several funds held separate cash accounts. Interest earned on pooled cash and investments is allocated to participating funds based upon their combined cash and investment balances. The City considers cash on hand, demand deposits, and short-term investments with an original maturity of three months or less from the date of acquisition to be cash and cash equivalents.

Oregon Revised Statutes authorize the City to invest in certificates of deposit, savings accounts, bank repurchase agreements, bankers' acceptances, general obligations of U.S. Government and its agencies, certain bonded obligations of Oregon municipalities and the State Treasurer's Local Government Investment Pool, among others.

Investments are stated at cost, which approximates fair value.

Property Taxes

Property taxes are levied by the County Assessor and collected by the County Tax Collector. The taxes are levied and become a lien as of July 1. They may be paid in three installments payable in equal payments due November 15, February 15, and May 15. The City's property tax collection records show that most of the property taxes due are collected during the year of levy and delinquent taxes are collected in the next few years.

Capital Assets

Capital assets (items costing more than \$5,000 and lasting more than one year) are reported in the applicable governmental or business-type financial statements. In the fund statements, capital assets are charged as expenditures as purchased. Capital assets are recorded at cost or estimated historical cost where records are available. Donated assets are not recorded, unless determined to be significant. Maintenance and repairs are expensed as incurred. Replacements which improve or extend the lives of property are capitalized.

Capital assets are depreciated unless they are inexhaustible in nature (e.g., land and right-of-ways). Depreciation is an accounting process to allocate the cost of capital assets in a systematic and rational manner to those periods expected to benefit from the use of capital assets. Depreciation is not intended to represent an estimate in the decline of fair market value, nor are capital assets, net of accumulated depreciation, intended to represent an estimate of the current condition of the assets, or the maintenance requirements needed to maintain the assets at their current level of condition.

Depreciation is computed over the estimated useful lives of the capital assets. Depreciation is calculated on the straight-line basis. The estimated useful lives of the various categories of assets are as follows:

Buildings and improvements	50 years
Water and sewer systems	25 - 80 years
Infrastructure	40 years
Furniture and equipment	5 - 20 years

Upon disposal of capital assets, cost and accumulated depreciation are removed from the accounts.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Long-Term Debt

Long-term debt is presented in the proprietary fund financial statements and government-wide financial statements. Payments of principal and interest are recorded as expenditures / expenses when paid.

Accrued Compensated Absences

Accumulated unpaid vacation and comp time pay is not accrued. Earned but unpaid sick pay is recorded as an expenditure when paid.

Budgets and Budgetary Accounting

The City adopts the budget on an object basis (personnel services, materials and services, capital outlay, debt service), for all funds except the General fund, where the budget is adopted on a departmental basis. Therefore, cash expenditures of a fund may not legally exceed that object's appropriations for cash expenditures. The City Council may amend the budget to expend unforeseen revenues by supplemental appropriations. All supplemental appropriations are included in the budget comparison statements. Appropriations lapse at year-end and may not be carried over. The City does not use encumbrance accounting.

Use of Estimates

The preparation of financial statements in conformity with the modified cash basis of accounting requires management to make estimates and assumptions that affect reporting amounts of certain assets, liabilities, revenues and expenditures / expenses as of and for the year ended June 30, 2019. Actual results may differ from such estimates.

CASH AND CASH EQUIVALENTS

Cash

Cash on hand	\$	70
Deposits with financial institutions		94,496

Investments

Local Government Investment Pool		13,287,882
		<hr/>
	\$	<u>13,382,448</u>

Deposits

The book balance of the City's bank deposits was \$94,496 and the bank balance was \$225,362 at year end. The difference is due to transactions in process. Bank deposits are secured to legal limits by federal deposit insurance. The remaining amount is secured in accordance with ORS 295 under a collateral program administered by the Oregon State Treasurer.

CASH AND CASH EQUIVALENTS (Continued)

Local Government Investment Pool

The State Treasurer of the State of Oregon maintains the Oregon Short-Term Fund, of which the Local Government Investment Pool is part. Participation by local governments is voluntary. The State of Oregon investment policies are governed by statute and the Oregon Investment Council. In accordance with Oregon Statutes, the investment funds are invested as a prudent investor would do, exercising reasonable care, skill and caution. The Oregon Short-Term Fund is the LGIP for local governments and was established by the State Treasurer. It was created to meet the financial and administrative responsibilities of federal arbitrage regulations. The investments are regulated by the Oregon Short-Term Fund Board and approved by the Oregon Investment Council (ORS 294.805 to 294.895). At June 30, 2019, the fair value of the position in the Oregon State Treasurer's Short-Term Investment Pool was approximately equal to the value of the pool shares. The investment in the Oregon Short-Term Fund is not subject to risk evaluation. LGIP is not rated for credit quality. Separate financial statements for the Oregon Short-Term Fund are available from the Oregon State Treasurer.

Custodial Credit Risk - Deposits

This is the risk that in the event of a bank failure, the City's deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) provides insurance for the City's deposits with financial institutions for up to \$250,000 for the aggregate of all demand deposits and the aggregate of all time deposit and savings accounts at each institution. Deposits in excess of FDIC coverage are with institutions participating in the Oregon Public Funds Collateralization Program (PFCP). The PFCP is a shared liability structure for participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100% protected. Barring any exceptions, a bank depository is required to pledge collateral valued at least 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities. As of June 30, 2019, none of the City's bank balances was covered by the PFCP.

Interest Rate Risk

In accordance with its investment policy, the City manages its exposure to declines in fair value of its investments by limiting its investments to the LGIP.

Custodial Risk – Local Government Investment Pool

For the LGIP, this is the risk that, in the event of a failure of the counterparty, the City will not be able to recover the value of its investments or collateralized securities that are in the possession of an outside party. The City's investment policy limits the types of investments that may be held and does not allow securities to be held by the counterparty.

The LGIP is administered by the Oregon State Treasury with the advice of other state agencies and is not registered with the U.S. Securities and Exchange Commission. The LGIP is an open-ended no-load diversified portfolio offered to any agency, political subdivision, or public corporation of the state that by law is made the custodian of, or has control of any fund. The LGIP is commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon Legislature established the Oregon Short-Term Fund Board, which has established diversification percentages and specifies the types and maturities of the investments. The purpose of the Board is to advise the Oregon State Treasury in the management and

CITY OF MILLERSBURG, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2019

CASH AND CASH EQUIVALENTS (Continued)

Custodial Risk – Local Government Investment Pool (Continued)

investment of the LGIP. These investments within the LGIP must be invested and managed as a prudent investor would, exercising reasonable care, skill and caution. Professional standards indicate that the investments in external investment pools are not subject to custodial risk because they are not evidenced by securities that exist in physical or book entry form. Nevertheless, management does not believe that there is any substantial custodial risk related to investments in the LGIP.

CAPITAL ASSETS

The summary of capital assets for governmental activities for the year ended June 30, 2019 is as follows:

	Balances July 1, 2018	Additions	Retirements	Balances June 30, 2019
Nondepreciable capital assets				
Land	\$ 6,505,758	\$ -	\$ -	\$ 6,505,758
Depreciable capital assets				
Buildings	2,998,660	378,628	-	3,377,288
Equipment	179,839	55,295	-	235,134
Infrastructure	12,739,471	30,558	-	12,770,029
Total depreciable capital assets	15,917,970	464,481	-	16,382,451
Less accumulated depreciation				
Buildings	(910,798)	(75,721)	-	(986,519)
Equipment	(157,086)	(3,764)	-	(160,850)
Infrastructure	(4,419,104)	(469,816)	-	(4,888,920)
Total accumulated depreciation	(5,486,988)	(549,301)	-	(6,036,289)
Net depreciable capital assets	10,430,982	(84,820)	-	10,346,162
Net capital assets	\$ 16,936,740	\$ (84,820)	\$ -	\$ 16,851,920

CITY OF MILLERSBURG, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2019

CAPITAL ASSETS (Continued)

The summary of capital assets for the business-type activities for the year ended June 30, 2019 is as follows:

	Balances July 1, 2018	Additions	Retirements	Balances June 30, 2019
Nondepreciable capital assets				
Land	\$ 188,953	\$ -	\$ -	\$ 188,953
Depreciable capital assets				
Equipment	11,651	-	-	11,651
Infrastructure	32,500,080	616,393	-	33,116,473
Total depreciable capital assets	32,511,731	616,393	-	33,128,124
Less accumulated depreciation				
Equipment	(5,317)	(442)	-	(5,759)
Infrastructure	(11,480,824)	(1,088,735)	-	(12,569,559)
Total accumulated depreciation	(11,486,141)	(1,089,177)	-	(12,575,318)
Net depreciable capital assets	21,025,590	(472,784)	-	20,552,806
Net capital assets	\$ 21,214,543	\$ (472,784)	\$ -	\$ 20,741,759

LONG-TERM LIABILITIES

The following is a summary of long-term liabilities transactions for the year:

	Outstanding July 1, 2018	Issued	Matured/ Redeemed During Year	Outstanding June 30, 2019	Due Within One Year
<i>Business-type activities:</i>					
Notes/loans from direct borrowings					
Loan Payable - OECDD 2001	\$ 2,637,471	\$ -	\$ (2,637,471)	\$ -	\$ -
Loan Payable - OECDD 2018 Refinance	-	2,682,000	(363,000)	2,319,000	360,000
Loan Payable - City of Albany	3,788,049	-	(300,103)	3,487,946	305,377
Loan Payable - DEQ CWSRF	675,000	-	(50,000)	625,000	50,000
	\$ 7,100,520	\$ 2,682,000	\$ (3,350,574)	\$ 6,431,946	\$ 715,377

Loan Payable – OECDD 2001

The 2001 Special Public Works Fund Loan through the Oregon Economic and Community Development Department was signed on August 27, 1999, with interest at 5.25% due annually on December 1 through the year 2024. The proceeds were used for water system improvements.

The note is secured by the full faith and credit of the City. In the event of default, the loan becomes immediately due and payable. The note was refinanced in full during the current fiscal year.

CITY OF MILLERSBURG, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2019

LONG-TERM LIABILITIES (Continued)

Loan Payable – OECD 2018 Refinance

The 2018 Special Public Works Fund Loan through the Oregon Economic and Community Development Department was signed on July 28, 2018, with interest at 2.90% due annually on December 1 through the year 2024. The proceeds were used for water system improvements.

The note is secured by the full faith and credit of the City. In the event of default, the loan becomes immediately due and payable.

\$ 2,319,000

Loan Payable – City of Albany

The City of Millersburg signed two loan agreements with the City of Albany as part of an intergovernmental agreement to finance the construction costs for wastewater treatment facilities. Both loans were signed on August 17, 2007, with payments and interest due semiannually on April 1 and October 1 through 2029. In addition to interest, the City must pay an administrative loan fee equal to 0.50% of the outstanding balance.

The note is secured by the full faith and credit of the City. In the event of default, the loan becomes immediately due and payable.

\$ 3,487,946

Loan Payable – DEQ CWSRF

The City of Millersburg signed a loan agreement with the Oregon Department of Environmental Quality (DEQ) Clean Water State Revolving Fund (CWSRF) to finance Phase 1 of the wastewater wetlands project. The project was completed in July 2011 and the final loan amount was determined to be \$4,000,000. Due to the City's compliance with the requirements of the CWSRF loan agreement, \$3,000,000 principal forgiveness outlined in Article 1 of the loan agreement took place, leaving the City with \$1,000,000 to be repaid to DEQ. The City of Millersburg's ownership percentage constitutes 10% of the total project cost. Payment and fees are due semiannually on February 1 and August 1 through 2031. The City met the requirement of the loan to maintain a loan reserve account in which the amount is equal to half of the average annual debt service.

The note is secured by the full faith and credit of the City. In the event of default, the loan becomes immediately due and payable.

\$ 625,000

CITY OF MILLERSBURG, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
 YEAR ENDED JUNE 30, 2019

LONG-TERM LIABILITIES (Continued)

Annual debt service requirements to maturity for notes payable are as follows:

Fiscal Year Ending June 30,	Principal	Interest	Total
2020	\$ 715,377	\$ 121,740	\$ 837,117
2021	729,745	105,802	835,547
2022	748,207	89,450	837,657
2023	761,764	72,699	834,463
2024	780,420	55,545	835,965
2025-2029	2,390,473	105,975	2,496,448
2030-2032	305,960	1,583	307,543
	\$ 6,431,946	\$ 552,794	\$ 6,984,740

PENSION PLAN

Plan Description - City employees are provided pension benefits through the Oregon Public Employees Retirement System (PERS). PERS is a cost-sharing multiple-employer defined benefit pension plan for units of state and local government in Oregon, containing multiple actuarial pools. Benefits are established and amended by the Oregon State Legislature pursuant to ORS Chapters 238 and 238A. The legislature has delegated the authority to administer and manage PERS to the Public Employees Retirement Board. PERS issues a publicly available financial report that can be found at: <https://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx>

Benefits Provided - PERS provides retirement, disability, and death benefits which vary based on a qualified employee's hiring date and employment class (general service or police/fire). All City employees are eligible to participate after six months of covered employment. Details applicable to police/fire employees are noted in [square brackets] where different.

The Tier One/Tier Two Retirement Plan applies to qualifying employees hired before August 29, 2003 and is closed to new members.

Monthly retirement benefits are based on final 3-year average salary multiplied by years of service and a factor of 1.67% [2.00%]. Benefits may also be based on a money match computation, or formula plus annuity (for members contributing before August 21, 1981), if a greater benefit results. Employees are fully vested after making contributions in each of five calendar years, and are eligible to retire at age 55 [50]. Tier One benefits are reduced if retirement occurs prior to age 58 [55] with less than 30 [25] years of service; Tier Two benefits are reduced for retirement prior to age 60.

Employees are eligible for service-related disability benefits regardless of length of service; 10 years of service is required for nonservice-related benefits. Disability benefits are determined in the same manner as retirement benefits with service time computed to age 58 [55].

PENSION PLAN (Continued)

Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance. The beneficiary may also receive a matching lump-sum payment from employer funds if the member was in covered employment at the time of death, or if the member died less than 120 days after termination, while on official leave of absence, or as a result of a job-related injury.

Monthly benefits are subject to annual cost-of-living adjustments (COLA). For benefits earned after the relevant effective dates, the COLA is subject to a cap of 1.25% on the first \$60,000 of annual benefits and 0.15% thereafter (ORS 238.360).

The Oregon Public Service Retirement Plan (OPSRP) applies to qualifying employees hired on or after August 29, 2003.

Monthly retirement benefits are based on final 3-year average salary multiplied by years of service and a factor of 1.50% [1.80%]. Employees are fully vested after completing 600 hours of service in each of five calendar years, and are eligible to retire at age 58 [53] with 30 [25] years of service, or at age 65 [60] otherwise.

Employees are eligible for service-related disability benefits regardless of length of service; 10 years of service is required for nonservice-related benefits. The benefit is 45% of the employee's salary during the last full month of employment before the disability occurred.

Upon the death of a non-retired member, the beneficiary receives a monthly benefit equal to 50% of the retirement benefit that would have been paid to the member.

Monthly benefits are subject to annual cost-of-living adjustments (COLA). For benefits earned after the relevant effective dates, the COLA is subject to a cap of 1.25% on the first \$60,000 of annual benefits and 0.15% thereafter (ORS 238A.210).

Contribution Requirements – As a participating employer, the City is required to make monthly contributions to PERS based on actuarially determined percentages of covered payroll. Rates in effect for fiscal year 2019 were 21.48% for Tier One/Tier Two employees, 14.19% for OPSRP general service employees, and 18.96% for OPSRP police/fire employees. The City's total contributions to PERS were \$67,871, for fiscal year ended June 30, 2019.

Contribution requirements are established by Oregon statute and may be amended by an act of the Oregon State Legislature. Employer contribution rates for fiscal year 2019 were based on the December 31, 2016 actuarial valuation using the entry age normal actuarial cost method. It is important to note that the actuarial valuations used for rate setting are based on different methods and assumptions than those used for financial reporting which are described later in this note.

Employee contributions are set by statute at 6% of salary and are remitted by participating employers, who may agree to make employee contributions on the employee's behalf. Prior to January 1, 2004, employee contributions were credited to the defined benefit pension plan. Beginning January 1, 2004, all employee contributions were placed in the OPSRP Individual Account Program (IAP), a defined contribution pension plan described further at the end of this note.

Pension Assets/Liabilities, Pension Expense, and Pension-Related Deferrals – At June 30, 2019, the City reported a net pension liability of \$247,882 as its proportionate share of the collective net pension liability for PERS, measured as of June 30, 2018. The total pension liability used to calculate the net pension liability was based on a December 31, 2016 actuarial valuation, rolled forward to the measurement date. The City's proportion of the net

CITY OF MILLERSBURG, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2019

PENSION PLAN (Continued)

pension liability was based on a projection of the City’s long-term share of contributions to PERS relative to the projected contributions of all participating employers, as actuarially determined. The City’s proportion was 0.00164% as of the June 30, 2018 measurement date, compared to 0.00264% as of June 30, 2017.

Actuarial Methods and Assumptions – The total pension liability in the December 31, 2016 actuarial valuation was determined using the entry age normal method and the following actuarial assumptions, applied to all periods included in the measurement: inflation rate of 2.50%, projected salary increases of 3.50%, investment rate of return of 7.50%, and mortality rates based on the RP-2000 sex-distinct mortality tables, with generational adjustments per scale BB. These assumptions were based on the results of an actuarial experience study for the four-year period ending December 31, 2014.

The long-term expected rate of return on pension plan investments was developed by combining estimated rates of return for each major asset class weighted by target asset allocation percentages and adjusting for inflation.

Target allocations and estimated geometric rates of return for each major asset class are available in the PERS publicly available financial report previously mentioned.

The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan’s fiduciary net position 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.

The following chart shows the sensitivity of the net pension liability (asset) to changes in the discount rate, based on calculations using discount rates of 6.20%, 7.20%, and 8.20%.

	<u>1% Decrease</u> <u>(6.20%)</u>	<u>Discount Rate</u> <u>(7.20%)</u>	<u>1% Increase</u> <u>(8.20%)</u>
Proportionate share of the net pension liability	\$ 414,258	\$ 247,882	\$ 110,553

Pension Plan Fiduciary Net Position – Detailed information about PERS’ net position is available in its separately issued financial report.

Defined Contribution Plan – PERS-eligible employees are statutorily required to contribute 6% of their annual covered salary to the OPSRP Individual Account Program (IAP), a defined contribution pension plan. Benefits terms, including contribution requirements, are established by the Oregon Legislature. As permitted, the City has opted to pick-up the contributions on behalf of employees; contributions were \$18,838 for the year ended June 30, 2019. Employees are fully vested after completing 600 hours of service in each of five calendar years. PERS contracts with VOYA Financial to administer the IAP.

CONTINGENCIES

The City purchases commercial insurance to cover all commonly insurable risks, which includes property damage, liability and employee bonds. Most policies carry a small deductible amount. There were no open claims at the time of this report. No insurance settlements have exceeded coverage in the last three years.

At times, the City is a defendant in various litigation proceedings. Management believes any losses arising from these actions will not materially affect the City's financial position.

SUPPLEMENTAL INFORMATION

CITY OF MILLERSBURG, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - GENERAL FUND****YEAR ENDED JUNE 30, 2019**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Taxes and assessments	\$ 1,639,075	\$ 1,639,075	\$ 2,078,417	\$ 439,342
Intergovernmental	52,500	52,500	72,241	19,741
Licenses and permits	1,930,560	1,930,560	1,491,451	(439,109)
Charges for services	5,500	5,500	6,580	1,080
Miscellaneous	263,750	263,750	448,273	184,523
<i>Total Revenues</i>	<u>3,891,385</u>	<u>3,891,385</u>	<u>4,096,962</u>	<u>205,577</u>
EXPENDITURES				
General government	3,960,250	3,960,250	3,871,972	88,278
Contingency	500,000	500,000	-	500,000
<i>Total Expenditures</i>	<u>4,460,250</u>	<u>4,460,250</u>	<u>3,871,972</u>	<u>588,278</u>
REVENUES OVER (UNDER) EXPENDITURES	(568,865)	(568,865)	224,990	793,855
OTHER FINANCING SOURCES (USES)				
Transfers in	457,000	457,000	407,000	(50,000)
Transfers out	(389,908)	(389,908)	(389,908)	-
<i>Total Other Financing Sources (Uses)</i>	<u>67,092</u>	<u>67,092</u>	<u>17,092</u>	<u>(50,000)</u>
NET CHANGE IN FUND BALANCE	(501,773)	(501,773)	242,082	743,855
FUND BALANCE, beginning of year	<u>2,320,869</u>	<u>2,320,869</u>	<u>5,945,105</u>	<u>3,624,236</u>
FUND BALANCE, end of year	<u>\$ 1,819,096</u>	<u>\$ 1,819,096</u>	<u>\$ 6,187,187</u>	<u>\$ 4,368,091</u>

CITY OF MILLERSBURG, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - STREET FUND****YEAR ENDED JUNE 30, 2019**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Licenses and permits	\$ 460,000	\$ 460,000	\$ 374,563	\$ (85,437)
Intergovernmental	128,392	128,392	150,326	21,934
Miscellaneous	-	-	101,050	101,050
<i>Total Revenues</i>	<u>588,392</u>	<u>588,392</u>	<u>625,939</u>	<u>37,547</u>
EXPENDITURES				
Highways and streets	3,007,739	3,007,739	192,549	2,815,190
Contingency	50,000	50,000	-	50,000
<i>Total Expenditures</i>	<u>3,057,739</u>	<u>3,057,739</u>	<u>192,549</u>	<u>2,865,190</u>
REVENUES OVER (UNDER) EXPENDITURES	(2,469,347)	(2,469,347)	433,390	2,902,737
OTHER FINANCING SOURCES (USES)				
Transfers in	180,108	180,108	180,108	-
Transfers out	(74,600)	(74,600)	(74,600)	-
<i>Total Other Financing Sources (Uses)</i>	<u>105,508</u>	<u>105,508</u>	<u>105,508</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	(2,363,839)	(2,363,839)	538,898	2,902,737
FUND BALANCE, beginning of year	<u>2,363,839</u>	<u>2,363,839</u>	<u>2,198,858</u>	<u>(164,981)</u>
FUND BALANCE, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,737,756</u>	<u>\$ 2,737,756</u>

CITY OF MILLERSBURG, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - WATER UTILITY FUND

YEAR ENDED JUNE 30, 2019

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Charges for services	\$ 800,000	\$ 800,000	\$ 893,088	\$ 93,088
Licenses and permits	330,000	330,000	284,028	(45,972)
<i>Total Revenues</i>	1,130,000	1,130,000	1,177,116	47,116
EXPENDITURES				
Water operations	472,500	472,500	498,403 **	(25,903)
Debt service				
Principal	310,000	310,000	2,999,742 *	(2,689,742)
Interest	142,700	142,700	63,627	79,073
Capital outlay	104,700	104,700	34,973	69,727
Contingency	100,000	100,000	-	100,000
<i>Total Expenditures</i>	1,129,900	1,129,900	3,596,745	(2,466,845)
REVENUES OVER (UNDER) EXPENDITURES	100	100	(2,419,629)	(2,419,729)
OTHER FINANCING SOURCES (USES)				
Transfers out	(143,700)	(143,700)	(143,700)	-
Proceeds from issuance of debt	-	-	2,682,000	2,682,000
<i>Total Other Financing Sources (Uses)</i>	(143,700)	(143,700)	2,538,300	2,682,000
NET CHANGE IN FUND BALANCE	(143,600)	(143,600)	118,671	262,271
FUND BALANCE, beginning of year	1,846,263	1,846,263	1,977,540	131,277
FUND BALANCE, end of year	\$ 1,702,663	\$ 1,702,663	\$ 2,096,211	\$ 393,548
Reconciliation of Fund Balance to Fund Net Position				
Capital assets, net			7,163,573	
Long-term debt			(2,319,000)	
<i>Ending Fund Net Position</i>			\$ 6,940,784	

* Not a budget violation since the overexpenditure related to debt refinancing.

** Not a budget violation since expenditures are adopted at the department level.

CITY OF MILLERSBURG, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - SEWER UTILITY FUND

YEAR ENDED JUNE 30, 2019

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Charges for services	\$ 850,000	\$ 850,000	\$ 839,969	\$ (10,031)
Intergovernmental	37,000	37,000	37,363	363
Licenses and permits	320,000	320,000	236,716	(83,284)
<i>Total Revenues</i>	<u>1,207,000</u>	<u>1,207,000</u>	<u>1,114,048</u>	<u>(92,952)</u>
EXPENDITURES				
Sewer operations	472,500	472,500	374,184	98,316
Debt service				
Principal	350,000	350,000	350,103 *	(103)
Interest	87,700	87,700	87,298	402
Capital outlay	697,500	697,500	593,828	103,672
Contingency	100,000	100,000	-	100,000
<i>Total Expenditures</i>	<u>1,707,700</u>	<u>1,707,700</u>	<u>1,405,413</u>	<u>302,287</u>
REVENUES OVER (UNDER) EXPENDITURES	(500,700)	(500,700)	(291,365)	209,335
OTHER FINANCING SOURCES (USES)				
Transfers in	13,800	13,800	-	(13,800)
Transfers out	(136,900)	(136,900)	(136,900)	-
<i>Total Other Financing Sources (Uses)</i>	<u>(123,100)</u>	<u>(123,100)</u>	<u>(136,900)</u>	<u>(13,800)</u>
NET CHANGE IN FUND BALANCE	(623,800)	(623,800)	(428,265)	195,535
FUND BALANCE, beginning of year	<u>2,130,322</u>	<u>2,130,322</u>	<u>2,736,060</u>	<u>605,738</u>
FUND BALANCE, end of year	<u>\$ 1,506,522</u>	<u>\$ 1,506,522</u>	<u>\$ 2,307,795</u>	<u>\$ 801,273</u>
Reconciliation of Fund Balance to Fund Net Position				
Capital assets, net			13,555,694	
Long-term debt			(4,112,946)	
<i>Ending Fund Net Position</i>			<u>\$ 11,750,543</u>	

* Not a budget violation since expenditures are adopted at the department level.

CITY OF MILLERSBURG, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - STORMWATER FUND

YEAR ENDED JUNE 30, 2019

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Licenses and permits	\$ 15,000	\$ 15,000	\$ 27,093	\$ 12,093
EXPENDITURES				
Stormwater operations	130,000	130,000	117,262	12,738
Capital outlay	23,000	23,000	23,470 *	(470)
Contingency	20,000	20,000	-	20,000
<i>Total Expenditures</i>	<u>173,000</u>	<u>173,000</u>	<u>140,732</u>	<u>32,268</u>
REVENUES OVER (UNDER) EXPENDITURES	(158,000)	(158,000)	(113,639)	44,361
OTHER FINANCING SOURCES (USES)				
Transfers in	209,800	209,800	209,800	-
Transfers out	(51,800)	(51,800)	(51,800)	-
NET CHANGE IN FUND BALANCE	-	-	44,361	44,361
FUND BALANCE, beginning of year	-	-	-	-
FUND BALANCE, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 44,361</u>	<u>\$ 44,361</u>
Reconciliation of Fund Balance to Fund Net				
Capital assets, net			22,492	
<i>Ending Fund Net Position</i>			<u>\$ 66,853</u>	

* Not a budget violation since expenditures are adopted at the department level.

COMPLIANCE SECTION



GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
475 Cottage Street NE, Suite 200, Salem, Oregon 97301
(503) 581-7788

INDEPENDENT AUDITOR'S REPORT REQUIRED BY OREGON STATE REGULATIONS

Honorable Mayor and Members of the City Council
City of Millersburg
4222 Old Salem Rd NE
Albany, OR 97321

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the City of Millersburg, Oregon (the City) as of and for the year ended June 30, 2019, and have issued our report thereon dated December 5, 2019.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements 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.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295).**
- **Indebtedness limitations, restrictions and repayment.**
- **Budgets legally required (ORS Chapter 294).**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Highway revenues used for public highways, roads, and streets.**
- **Authorized investment of surplus funds (ORS Chapter 294).**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **Accountability for collecting or receiving money by elected officials - no money was collected or received by elected officials.**

In connection with our testing nothing came to our attention that caused us to believe the City was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, except for the City did not separately adopt debt service appropriations, transfers out and contingencies within the general, street, water, sewer and stormwater funds.


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 to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion 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.

Restriction on Use

This report is intended solely for the information and use of the City Council and management of the City of Millersburg, Oregon and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 

Ryan T. Pasquarella, A Shareholder
December 5, 2019