

CITY OF DANUBE
DANUBE, MINNESOTA

ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED DECEMBER 31, 2018

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SECTION I

INTRODUCTORY SECTION

CITY OF DANUBE
DANUBE, MINNESOTA
GENERAL INFORMATION

ELECTED AND APPOINTED OFFICIALS

2018

MAYOR	Gene Alex
COUNCIL MEMBER	Sharon Krogman
COUNCIL MEMBER	Dave Maurice
COUNCIL MEMBER	Phil Standfuss
COUNCIL MEMBER	Cathy Malvin
CITY CLERK-TREASURER	Dotty Schnobrich
CITY ATTORNEY	Aaron Walton

2019

MAYOR	Gene Alex
COUNCIL MEMBER	Sharon Krogman
COUNCIL MEMBER	Carrie Garza
COUNCIL MEMBER	Phil Standfuss
COUNCIL MEMBER	Cathy Malvin
CITY CLERK-TREASURER	Dotty Schnobrich
CITY ATTORNEY	Aaron Walton

SECTION II

FINANCIAL SECTION

Dennis E. Oberloh, CPA
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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members of the Council
City of Danube
Danube, Minnesota

Report on the Financial Statements

We have audited the accompanying financial statements of the City of Danube, Minnesota, which comprise the statement of cash and unencumbered cash balances as of December 31, 2018, and the related statement of receipts received and disbursements paid for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Office of the State Auditor, State of Minnesota as described in Note 1. 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 an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1, the financial statements are prepared by the City of Danube, Minnesota, on the basis of the financial reporting provisions of the Office of the State Auditor, State of Minnesota, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the Office of the State Auditor, State of Minnesota.

The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of City of Danube, Minnesota as of December 31, 2018, or changes in net position, or cash flows thereof for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to on the preceding page present fairly, in all material respects, the cash and unencumbered cash balances of City of Danube, Minnesota as of December 31, 2018, and the receipts it received and disbursements it paid for the year then ended, in accordance with the financial reporting provisions of the Office of the State Auditor, State of Minnesota described in Note 1.

Other Matters

Required Supplementary Information

The regulatory basis of accounting require that the budgetary comparison information on pages 22 through 24 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of the 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 Danube, Minnesota's regulatory basis financial statements. The statements and schedules on pages 25 through 31 are presented for purposes of additional analysis and are not a required part of the regulatory basis financial statements.

The statements and schedules on pages 25 through 29 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 statements and schedules on pages 25 through 29 are fairly stated in all material respects in relation to the basic financial statements as a whole.

The schedules on pages 30 and 31 noted as unaudited have 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 them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 13, 2019 on our consideration of the City of Danube, Minnesota's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of our testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of Danube, Minnesota's internal control over financial reporting and compliance.

Oberloh & Oberloh, Ltd.

March 13, 2019

CITY OF DANUBE, MINNESOTA
STATEMENT OF BALANCES ARISING FROM CASH TRANSACTIONS
GOVERNMENTAL FUNDS
DECEMBER 31, 2018

	<u>General Fund</u>	<u>School Fund</u>	<u>Capital Improvement Fund</u>	<u>Debt Service Fund</u>	<u>Total Governmental Funds</u>
ASSETS					
Cash and Cash Investments	\$ <u>422,413</u>	\$ <u>92,915</u>	\$ <u>396,717</u>	\$ <u>-</u>	\$ <u>912,045</u>
Total Assets	\$ <u>422,413</u>	\$ <u>92,915</u>	\$ <u>396,717</u>	\$ <u>-</u>	\$ <u>912,045</u>
LIABILITIES	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
CASH FUND BALANCES					
Assigned	-	92,915	396,717	-	489,632
Unassigned	<u>422,413</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>422,413</u>
Total Cash Fund Balances	<u>422,413</u>	<u>92,915</u>	<u>396,717</u>	<u>-</u>	<u>912,045</u>
Total Liabilities and Cash Fund Balances	\$ <u>422,413</u>	\$ <u>92,915</u>	\$ <u>396,717</u>	\$ <u>-</u>	\$ <u>912,045</u>

The Notes to the Financial Statements are an integral part of this statement.

CITY OF DANUBE, MINNESOTA
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>General Fund</u>	<u>School Fund</u>	<u>Capital Improvement Fund</u>	<u>Debt Service Fund</u>	<u>Total Governmental Funds</u>
RECEIPTS					
Taxes	\$ 280,535	\$ -	\$ -	\$ -	\$ 280,535
Licenses and Permits	2,790	-	-	-	2,790
Intergovernmental Revenue	179,458	-	-	-	179,458
Charges for Services	38,241	100,308	-	-	138,549
Fines and Forfeits	2,396	-	-	-	2,396
Interest Income	5,046	687	3,276	-	9,009
Miscellaneous	<u>69,636</u>	<u>4,603</u>	<u>5,000</u>	<u>-</u>	<u>79,239</u>
Total Receipts	<u>578,102</u>	<u>105,598</u>	<u>8,276</u>	<u>-</u>	<u>691,976</u>
DISBURSEMENTS					
Current Operations:					
General Government	81,374	-	-	-	81,374
Public Safety	158,408	-	-	-	158,408
Public Works	153,581	-	-	-	153,581
Culture and Recreation	20	-	-	-	20
Miscellaneous	16,786	65,955	-	-	82,741
Capital Outlay	<u>86,652</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>86,652</u>
Total Disbursements	<u>496,821</u>	<u>65,955</u>	<u>-</u>	<u>-</u>	<u>562,776</u>
EXCESS RECEIPTS OVER DISBURSEMENTS	81,281	39,643	8,276	-	129,200
OTHER FINANCING SOURCES (USES)					
Transfer In	-	-	88,025	-	88,025
Transfer Out	<u>(77,700)</u>	<u>-</u>	<u>-</u>	<u>(10,325)</u>	<u>(88,025)</u>
NET CHANGE IN CASH FUND BALANCES	3,581	39,643	96,301	(10,325)	129,200
CASH FUND BALANCES - January 1	<u>418,832</u>	<u>53,272</u>	<u>300,416</u>	<u>10,325</u>	<u>782,845</u>
CASH FUND BALANCES - December 31	<u>\$ 422,413</u>	<u>\$ 92,915</u>	<u>\$ 396,717</u>	<u>\$ -</u>	<u>\$ 912,045</u>

The Notes to the Financial Statements are an integral part of this statement.

CITY OF DANUBE, MINNESOTA
STATEMENT OF BALANCES ARISING FROM CASH TRANSACTIONS
PROPRIETARY FUNDS
DECEMBER 31, 2018

	<u>Primary Government</u> <u>Enterprise Funds</u>			<u>Totals</u>	<u>Component</u> <u>Unit</u>
	<u>Water Fund</u>	<u>Garbage</u> <u>Fund</u>	<u>Sewer Fund</u>		<u>EDA 4-Plex</u>
ASSETS					
Cash and Cash Investments	\$ <u>33,043</u>	\$ <u>11,867</u>	\$ <u>133,616</u>	\$ <u>178,526</u>	\$ <u>50,935</u>
Total Assets	\$ <u>33,043</u>	\$ <u>11,867</u>	\$ <u>133,616</u>	\$ <u>178,526</u>	\$ <u>50,935</u>
LIABILITIES					
	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>2,300</u>
NET CASH POSITION					
Unrestricted	<u>33,043</u>	<u>11,867</u>	<u>133,616</u>	<u>178,526</u>	<u>48,635</u>
Total Net Cash Position	<u>33,043</u>	<u>11,867</u>	<u>133,616</u>	<u>178,526</u>	<u>48,635</u>
Total Liabilities and Net Cash Position	\$ <u>33,043</u>	\$ <u>11,867</u>	\$ <u>133,616</u>	\$ <u>178,526</u>	\$ <u>50,935</u>

The Notes to the Financial Statements are an integral part of this statement.

CITY OF DANUBE, MINNESOTA
 STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN FUND NET CASH POSITION
 PROPRIETARY FUNDS
 FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Primary Government</u>			<u>Totals</u>	<u>Component</u>
	<u>Enterprise Funds</u>				<u>Unit</u>
	<u>Water Fund</u>	<u>Garbage Fund</u>	<u>Sewer Fund</u>		<u>EDA 4-Plex</u>
OPERATING RECEIPTS					
Charges for Services	\$ 63,613	\$ 31,291	\$ 37,542	\$ 132,446	\$ -
Rental Income	-	-	-	-	25,920
Total Operating Receipts	<u>63,613</u>	<u>31,291</u>	<u>37,542</u>	<u>132,446</u>	<u>25,920</u>
OPERATING DISBURSEMENTS					
Salaries	4,704	1,675	4,681	11,060	-
Contracted Services	-	22,007	-	22,007	-
Insurance	690	-	1,038	1,728	2,130
Permits, Testing and Fees	1,945	-	1,948	3,893	-
Repairs and Maintenance	11,377	-	12,583	23,960	4,361
Supplies	2,267	-	381	2,648	-
Utilities	10,418	-	1,572	11,990	-
Miscellaneous	1,536	2,338	111	3,985	2,899
Total Operating Disbursements	<u>32,937</u>	<u>26,020</u>	<u>22,314</u>	<u>81,271</u>	<u>9,390</u>
NET OPERATING INCOME	<u>30,676</u>	<u>5,271</u>	<u>15,228</u>	<u>51,175</u>	<u>16,530</u>
NON OPERATING RECEIPTS					
(DISBURSEMENTS):					
Interest Income	156	86	1,178	1,420	-
Miscellaneous Income	2,211	-	-	2,211	35
Debt Principal	-	-	-	-	(9,557)
Interest Expense	-	-	-	-	(3,511)
Capital Outlay	-	-	-	-	(1,384)
Total Non Operating Receipts (Disbursements)	<u>2,367</u>	<u>86</u>	<u>1,178</u>	<u>3,631</u>	<u>(14,418)</u>
INCOME (LOSS) BEFORE TRANSFERS	33,043	5,357	16,406	54,806	2,112
Transfer In	-	-	-	-	-
Transfer Out	-	-	-	-	-
CHANGE IN NET CASH POSITION	33,043	5,357	16,406	54,806	2,112
NET CASH POSITION - January 1	<u>-</u>	<u>6,510</u>	<u>117,210</u>	<u>123,720</u>	<u>46,523</u>
NET CASH POSITION - December 31	<u>\$ 33,043</u>	<u>\$ 11,867</u>	<u>\$ 133,616</u>	<u>\$ 178,526</u>	<u>\$ 48,635</u>

The Notes to the Financial Statements are an integral part of this statement.

CITY OF DANUBE, MINNESOTA
STATEMENT OF CASH FLOWS - CASH BASIS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Primary Government</u> <u>Enterprise Funds</u>			<u>Total</u>	<u>Component</u> <u>Unit</u>
	<u>Water</u> <u>Fund</u>	<u>Garbage</u> <u>Fund</u>	<u>Sewer</u> <u>Fund</u>		<u>EDA 4-Plex</u>
CASH FLOWS FROM OPERATING ACTIVITIES:					
Receipts from Customers	\$ 63,613	\$ 31,291	\$ 37,542	\$ 132,446	\$ 25,920
Payments to Vendors	(28,233)	(24,345)	(17,633)	(70,211)	(9,390)
Payments to Employees	(4,704)	(1,675)	(4,681)	(11,060)	-
Other Receipts and Payments	<u>2,211</u>	<u>-</u>	<u>-</u>	<u>2,211</u>	<u>35</u>
Net Cash Provided By Operating Activities	<u>32,887</u>	<u>5,271</u>	<u>15,228</u>	<u>53,386</u>	<u>16,565</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:					
Purchases of Capital Outlay	-	-	-	-	(1,384)
Principal Paid on Capital Debt	-	-	-	-	(9,557)
Interest Paid on Capital Debt	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(3,511)</u>
Net Cash Used By Capital and Related Financing Activities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(14,452)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:					
Interest Received	<u>156</u>	<u>86</u>	<u>1,178</u>	<u>1,420</u>	<u>-</u>
Net Cash Provided By Investing Activities	<u>156</u>	<u>86</u>	<u>1,178</u>	<u>1,420</u>	<u>-</u>
NET INCREASE IN CASH	33,043	5,357	16,406	54,806	2,113
BALANCES - January 1	<u>-</u>	<u>6,509</u>	<u>117,209</u>	<u>123,718</u>	<u>48,822</u>
BALANCES - December 31	<u>\$ 33,043</u>	<u>\$ 11,866</u>	<u>\$ 133,615</u>	<u>\$ 178,524</u>	<u>\$ 50,935</u>

The Notes to the Financial Statements are an integral part of this statement.

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization - The City of Danube, Minnesota has a mayor-council form of government. A mayor and four council members are elected by the voters of the City.

A. Financial Reporting Entity

The City has considered all potential units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board (GASB) has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the primary government to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the primary government. Based on this criteria, the City has included the EDA 4-Plex as a component unit.

B. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The accompanying financial statements have been prepared using the regulatory basis of accounting as described in the *Minnesota Office of the State Auditor's Reporting and Publishing Requirements for Cities under 2,500 in Population* published on September 21, 2004. Minnesota Statutes permit cities with populations under 2,500 to report on the regulatory basis of accounting although the modified accrual basis is recommended. Under the regulatory basis, receipts are recognized when received rather than when measurable and available, and disbursements are recognized when paid rather than when the obligation is incurred. That basis differs from U.S. generally accepted accounting principles primarily because the City has not reported a management discussion and analysis, government-wide statement of net position and government-wide statement of activities, and the City does not recognize revenues and expenditures in accordance with the modified accrual (governmental) or accrual (proprietary) basis of accounting.

The accounts of the City are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On the regulatory basis, receipts from property taxes are recognized in the year the tax is collected. Receipts from grants, entitlements and donations are recognized in the year in which they are collected.

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

B. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Cont.)

The City has the following fund types:

Governmental Fund Types

Governmental funds are used to account for the City's general government activities and are accounted for using the regulatory basis of accounting. Their revenue is recognized when received in cash and expenditures are recognized when paid in cash. The regulatory basis of accounting is a comprehensive basis of accounting other than GAAP. Under GAAP, governmental funds use the modified accrual method of accounting. The difference between the regulatory basis and modified accrual basis of accounting is that under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities 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.

The City reports the following types of governmental funds:

General Fund - The General Fund is used to account for all financial transactions not properly includible in other funds. It is the primary operating fund of the City.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of the specific revenue source that are either legally restricted to expenditure for specific purpose or designated to finance particular functions or activities of the City.

Debt Service Funds - Debt Service Funds are used to account for the accumulation of resources for, and the payment of principal and interest of general long-term debt.

Capital Project Funds - The Capital Project Funds are used to account for the purchase or construction of major capital facilities which are not financed by proprietary funds or trust funds.

The City reports the following major governmental funds:

General Fund - This fund is the City's primary operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

School Fund - This fund is used to account for the revenues and expenses related to the operations of the old school building.

Debt Service Fund - This fund is used to accumulate funds to pay the debt service of the governmental bonds.

Capital Improvement Fund - This fund is used to accumulate funds for future capital improvement projects and pay for major capital improvements within the City.

Proprietary Fund Types

Proprietary funds include the City's Enterprise Funds. The Enterprise Funds are used to account for operations which provide goods or services to the general public in a manner similar to private enterprise. The intent is to recover the cost of providing goods and services through user charges.

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

B. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Cont.)

Proprietary Fund Types (Cont.)

Proprietary funds are accounted for using the regulatory basis of accounting. In the accompanying supplemental section the proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Accordingly, all assets, deferred outflows of resources, liabilities (whether current or non current), and deferred inflows of resources are included on the Statement of Net Position. The Statement of Revenues, Expenses and Changes in Fund Net Position presents increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred, regardless of the timing of related cash flows.

The City reports the following major proprietary funds:

Water Fund - This fund is used to account for water treatment and distribution to the residential and commercial users of the City.

Garbage Fund - This fund is used to account for the garbage collection of the residential users of the City.

Sewer Fund - This fund is used to account for sewer treatment and distribution from the residential and commercial users of the City.

Proprietary funds distinguish operating receipts and disbursements from nonoperating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating receipts of the City's enterprise funds are charges to customers for sales and services. All receipts and disbursements not meeting this definition are reported as nonoperating receipts and disbursements.

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.

C. Encumbrances

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts or other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriation is not utilized by the City.

D. Deposits and Investments

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.

Cash balances from all funds are pooled and invested, to the extent available, in certificates of deposit and other authorized investments. Earnings from such investments are allocated on the basis of applicable participation by each of the funds.

The City provides temporary advances to funds that have insufficient cash balances by means of an advance from another fund shown as interfund receivables in the advancing fund, and an interfund payable in the fund with the deficit, until adequate resources are received.

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

E. Property Taxes

The Council annually adopts a tax levy and certifies it to the County in December for collection the following year. The County is responsible for collecting all property taxes for the City. These taxes attach an enforceable lien on taxable property within the City on January 1 and are payable by the property owners in two installments. The taxes are collected by the County Treasurer and tax settlements are made to the City during January, June and November each year.

F. Special Assessments

Special assessments represent the financing for public improvements paid for by benefiting property owners. Special assessments are recognized as revenue when they are paid.

G. Capital Assets

Regulatory basis financial statements - The City's regulatory basis of accounting reports capital assets resulting from cash transactions as capital outlay expenditures in its governmental and proprietary funds.

Supplementary proprietary fund financial statements - The City uses the accrual basis of accounting to report supplementary proprietary fund financial statements. Under the accrual basis of accounting capital assets are capitalized as assets and depreciated over the assets useful life. Depreciation of all capital assets is recorded as an allocated expense in the Statement of Revenues, Expenses and Changes in Fund Net Position.

H. Long-Term Debt

Regulatory basis financial statements - Long-term debt arising from cash transactions is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and repayments of principal and interest are reported as expenditures.

Supplementary proprietary fund financial statements - The use of the accrual basis of accounting to present supplementary proprietary fund financial statements reports long-term debt as a liability in the Statement of Net Position and only interest expense is reported as an expense in the Statement of Revenues, Expenses and Changes in Fund Net Position.

I. Fund Balance

In the fund financial statements, governmental funds report fund balance in classifications that disclose constraints for which amounts in those funds can be spent. These classifications are as follows:

Nonspendable - Consists of amounts that are not in spendable form, such as prepaid items.

Restricted - Consists of amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

Committed - Consists of internally imposed constraints. These constraints are established by Resolution of the City Council.

Assigned - Consists of internally imposed constraints. These constraints reflect the specific purpose for which it is the City's intended use. These constraints are established by the City Council and/or management.

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

I. Fund Balance (Cont.)

Unassigned - The residual classification for the general fund and also reflects negative residual amounts in other funds

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1) committed 2) assigned and 3) unassigned.

J. Net Position

Net position represent the difference between assets and deferred outflows, and liabilities and deferred inflows. Net positions are displayed in three components:

1. Net Investment in Capital Assets - Consists of net position invested in capital assets less the related debt obligations issued to fund the capital assets.
2. Restricted - Consist of net position restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, laws or regulations of other governments.
3. Unrestricted - All other net position that do not meet the definition of "restricted."

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Previous year and current year data is reviewed by the City Clerk-Treasurer to determine the next year's budget.
2. The proposed budget is submitted by September to the Mayor and City Council for their review or modification.
3. Once the budget modifications have been made, the City Council adopts the budget by resolution no later than December of each year. The budget is set forth at the function level for the general fund.
4. Formal budget integration is not employed for Debt Service or Special Revenue Funds. Debt Service Funds budgetary control is alternatively achieved through bond indenture provisions. Special Revenue Funds budgetary control is achieved using effective project provisions as they are executed during the year.
5. Budgets for the general fund are adopted on a basis consistent with the regulatory basis of accounting.
6. Budget appropriations lapse at the end of the City's fiscal year.

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Cont.)

B. Expenditures Over Appropriations

By its nature, a local government unit, the City is subject to various federal, state and local laws and contracted regulations. The following sub-function of the general fund had expenditures in excess of appropriations for the year ended December 31, 2018.

<u>Function Area</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Public Safety	\$ 139,595	\$ 167,203	\$ (27,608)
Public Works	\$ 146,075	\$ 165,228	\$ (19,153)
Culture and Recreation	\$ 2,070	\$ 66,230	\$ (64,160)
Miscellaneous	\$ 14,900	\$ 16,786	\$ (1,886)

3. DEPOSITS AND INVESTMENTS

A. Cash and Cash Investments

Custodial Credit Risk - Custodial Credit Risk for deposits and investments is the risk that in the event of a bank failure the City's deposits and investments may not be returned or the City will not be able to recover collateral securities in the possession of an outside party. In accordance with Minnesota statutes, the City maintains deposits at the depository banks, which are authorized by the City Council and are members of the Federal Reserve System.

Minnesota Statutes require that all City deposits be 110% secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance (140% in the case of mortgage notes pledged).

Authorized collateral includes legal investments authorized by Minnesota statutes, as well as certain first mortgage notes, and certain other state and local government obligations. Minnesota statutes require that securities pledged as collateral be held in safekeeping by the City or in a financial institution other than that furnishing the collateral.

At year end, the City's carrying amount of deposits was \$1,141,506 and the bank balance was \$1,145,923, including certificates of deposit of \$585,000. All of the bank balance was covered by federal depository insurance.

B. Investments

The City maintains no investment accounts other than certificates of deposit reported above.

C. Cash and Investments Summary

A reconciliation of cash and investments as shown on the statements for the City follows:

Cash and Cash Investments	
Governmental Funds	\$ 912,045
Enterprise Funds	178,526
Component Unit	<u>50,935</u>
Total Cash and Cash Investments	<u>\$ 1,141,506</u>

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

4. PROPERTY TAXES

Property tax is levied each December on the tax capacity listed as of the prior January 1 for all real property located in the City. Property taxes are due in two payments, May 15 and October 15 of each year. Renville County is the collection agent for the levy and remits the collections to the City three times a year. Property tax revenue includes amounts collected by the County during the year and remitted to the City. Only that portion collected directly from property owners is reflected in tax revenue.

5. VACATION PAY/SICK LEAVE

Any contingent liability for unused vacation pay is immaterial and not recognized in the financial statements.

6. CHANGES IN CAPITAL ASSETS

Proprietary Fund Capital Assets - The following is a summary of proprietary fund type capital assets at December 31, 2018.

	<u>Balance</u> <u>January 1</u>	<u>Additions</u>	<u>Transfers/ Retirements</u>	<u>Balance</u> <u>December 31</u>
Not Being Depreciated:				
Land	\$ 12,617	\$ -	\$ -	\$ 12,617
Subtotal	<u>12,617</u>	<u>-</u>	<u>-</u>	<u>12,617</u>
Other Capital Assets:				
Plant and Equipment	<u>1,693,941</u>	<u>-</u>	<u>-</u>	<u>1,693,941</u>
Subtotal	<u>1,693,941</u>	<u>-</u>	<u>-</u>	<u>1,693,941</u>
Less: Accumulated				
Depreciation				
Plant and Equipment	<u>967,310</u>	<u>33,159</u>	<u>-</u>	<u>1,000,469</u>
Subtotal	<u>967,310</u>	<u>33,159</u>	<u>-</u>	<u>939,523</u>
Net Other Capital Assets	<u>726,631</u>	<u>(33,159)</u>	<u>-</u>	<u>177,930</u>
Net Capital Assets	<u>\$ 739,248</u>	<u>\$ (33,159)</u>	<u>\$ -</u>	<u>\$ 706,089</u>

Component Unit Capital Assets - The following is a summary of component unit type capital assets at December 31, 2018.

	<u>Balance</u> <u>January 1</u>	<u>Additions</u>	<u>Transfers/ Retirements</u>	<u>Balance</u> <u>December 31</u>
Not Being Depreciated:				
Land	\$ 5,170	\$ -	\$ -	\$ 5,170
Subtotal	<u>5,170</u>	<u>-</u>	<u>-</u>	<u>5,170</u>
Other Capital Assets:				
Buildings	<u>239,398</u>	<u>1,384</u>	<u>-</u>	<u>240,782</u>
Subtotal	<u>239,398</u>	<u>1,384</u>	<u>-</u>	<u>240,782</u>
Less: Accumulated				
Depreciation				
Buildings	<u>113,620</u>	<u>5,512</u>	<u>-</u>	<u>119,132</u>
Subtotal	<u>113,620</u>	<u>5,512</u>	<u>-</u>	<u>119,132</u>
Net Other Capital Assets	<u>125,778</u>	<u>(4,128)</u>	<u>-</u>	<u>121,650</u>
Net Capital Assets	<u>\$ 130,948</u>	<u>\$ (4,128)</u>	<u>\$ -</u>	<u>\$ 126,820</u>

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

6. CHANGES IN CAPITAL ASSETS (Cont.)

Depreciation expense was charged to the funds of the City as follows:

Enterprise Funds:		
Water Fund	\$	20,229
Sewer Fund		<u>12,930</u>
Total Depreciation Expense - Enterprise Funds	\$	<u><u>33,159</u></u>
Component Unit		
EDA 4-Plex	\$	<u>5,512</u>
Total Depreciation Expense - Component Unit	\$	<u><u>5,512</u></u>

7. TRANSFERS

Transfers to and from other funds at December 31, 2018, follows:

	Transfers to Other Funds	Transfers from Other Funds
General Fund	\$ 77,700	\$ -
Capital Improvement Fund	-	88,025
Debt Service Fund	<u>10,325</u>	<u>-</u>
	<u>\$ 88,025</u>	<u>\$ 88,025</u>

- The General Fund transferred \$77,700 to the Capital Improvement Fund for future capital outlay purchases.
- The Debt Service Fund transferred \$10,325 to the Capital Improvement Fund for future capital outlay purchases.

8. FUND BALANCE

A. Classifications

	General Fund	School Fund	Capital Improvement Fund	Total
Assigned to:				
School Building Disbursements	\$ -	\$ 92,915	\$ -	\$ 92,915
Capital Improvements	<u>-</u>	<u>-</u>	<u>396,717</u>	<u>396,717</u>
Total Assigned	<u>-</u>	<u>92,915</u>	<u>396,717</u>	<u>489,632</u>
Unassigned	<u>422,413</u>	<u>-</u>	<u>-</u>	<u>422,413</u>
Total	<u>\$ 422,413</u>	<u>\$ 92,915</u>	<u>\$ 396,717</u>	<u>\$ 912,045</u>

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

8. FUND BALANCE (Cont.)

B. Minimum Unassigned Fund Balance Policy

The City Council has formally adopted a policy regarding the minimum unassigned fund balance for the General Fund. The most significant revenue source of the General Fund is property taxes. This revenue source is received in two installments during the year - June and December. As such, it is the City's goal to begin each fiscal year with sufficient working capital to fund operations between each semi-annual receipt of property taxes.

The policy establishes a year-end targeted unassigned fund balance amount for cash-flow timing needs in the range of 35-50% of the subsequent year's budgeted disbursements. At December 31, 2018, the unassigned fund balance of the General Fund was 91.8% of the subsequent year's budgeted disbursements.

9. CHANGES IN LONG-TERM DEBT

The following is a summary of long-term debt transactions of the City for the year ended December 31, 2018.

	Balance <u>January 1</u>	Debt Issued	Debt <u>Retired</u>	Balance <u>December 31</u>	Current <u>Amount</u>
EDA Bonds	\$ <u>147,500</u>	\$ <u>-</u>	\$ <u>9,557</u>	\$ <u>137,943</u>	\$ <u>9,798</u>
Totals	\$ <u>147,500</u>	\$ <u>-</u>	\$ <u>9,557</u>	\$ <u>137,943</u>	\$ <u>9,798</u>

Bonds outstanding at December 31, 2018 are comprised of the following issues:

General Obligation Essential Function Housing Bonds, due in monthly installments of \$1,220 through May, 2031 including interest at 2.45%.	\$ <u>137,943</u>
Total Long-Term Debt	\$ <u>137,943</u>

The annual requirements to maturity for long-term debt are as follows:

	EDA Bonds		Total
	Principal	Interest	
2019	\$ 9,798	\$ 3,270	\$ 13,068
2020	10,041	3,027	13,068
2021	10,290	2,778	13,068
2022	10,545	2,523	13,068
2023	10,806	2,262	13,068
2024-2028	58,181	7,159	65,340
2029-2033	<u>28,282</u>	<u>807</u>	<u>29,089</u>
Total	\$ <u>137,943</u>	\$ <u>21,826</u>	\$ <u>159,769</u>

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

10. DEFINED BENEFIT PENSION PLANS – STATEWIDE

A. Plan Description

All full-time and certain part-time employees of the City of Danube, Minnesota are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Fund (GERF), the Public Employees Police and Fire Fund (PEPFF), and the Local Government Correction Service Retirement Fund, called the Public Employees Correctional Fund (PECF), which are cost-sharing, multiple-employer retirement plans. These plans are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356.

GERF members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. All new members must participate in the Coordinated Plan. All police officers, fire-fighters and peace officers who qualify for membership by statute are covered by the PEPFF. Members who are employed in a county correctional institution as a correctional guard or officer, a joint jailer/dispatcher, or as a supervisor of correctional guards or officers or of joint jailers/dispatchers and are directly responsible for the direct security, custody, and control of the county correctional institution and its inmates are covered by the PECF.

PERA provides retirement benefits as well as disability benefits to members, and benefits to survivors upon death of eligible members. Benefit are established by state statute, and vest after five years of credited service. The defined retirement 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 and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2 percent of average salary for each of the first 10 years of service and 2.7 percent for each remaining year. The annuity accrual rate for a Coordinated Plan Member is 1.2 percent of average salary for each of the first 10 years and 1.7 percent for each remaining year. Under Method 2, the annuity accrual rate is 2.7 percent of average salary for Basic Plan members and 1.7 percent for Coordinated Plan members for each year of service. For PEPFF members, the annuity accrual rate is 3.0 percent for each year of service. For all PEPFF members and for GERF members hired prior to July 1, 1989 whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Normal retirement age is 55 for PEPFF members and 65 for Basic and Coordinated members hired prior to July 1, 1989. Normal retirement age is the age for unreduced Social Security benefits capped at 66 for Coordinated members hired on or after July 1, 1989. A reduced retirement annuity is also available to eligible members seeking early retirement.

There are different types of annuities available to members upon retirement. A single-life annuity is a lifetime annuity that ceases upon the death of the retiree--no survivor annuity is payable. There are also various types of joint and survivor annuity options available which will be payable over joint lives. Members may also leave their contributions in the fund upon termination of public service in order to qualify for a deferred annuity at retirement age. Refunds of contributions are available at any time to members who leave public service, but before retirement benefits begin.

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

10. DEFINED BENEFIT PENSION PLANS – STATEWIDE (Cont.)

A. Plan Description (Cont.)

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants.

PERA issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained on the Internet at www.mnpera.org; by writing to PERA at 60 Empire Drive #200, St. Paul, MN, 55103-2088; or by calling (651) 296-7460 or 1-800-652-9026.

B. Funding Policy

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. These statutes are established and amended by the state legislature. The City makes annual contributions to the pension plans equal to the amount required by the state statutes. GERP Basic Plan members and Coordinated Plan members were required to contribute 9.10% and 6.50%, respectively, of their annual covered salary in 2018. PEPFF members were required to contribute 10.80% of their annual covered salary in 2018. In 2018, the City of Danube, Minnesota was required to contribute the following percentages of annual covered payroll: 11.78% for Basic Plan members, 7.50% for Coordinated Plan members, and 16.20% for PEPFF members.

The City's contributions to the Public Employees Retirement Fund for the years ending December 31, 2018, 2017 and 2016 were \$6,942, \$5,766 and \$6,000, respectively. The City's contributions to the Public Employees Police & Fire Fund for the years ending December 31, 2018, 2017, 2016 were \$11,235, \$10,796, and \$10,875, respectively. The City's contributions were equal to the contractually required contributions for each year as set by state statute.

11. DEFINED BENEFIT PENSION PLAN - FIRE RELIEF ASSOCIATION

All members of the Danube Fire Department (the Department) are covered by a Defined Benefit Plan (the Plan) administered by the Danube Firefighters' Relief Association (the Association). The Plan is a single employer retirement plan and is established and administered in accordance with Minnesota Statute, chapter 69.

The Association maintains a separate Special Fund to accumulate assets to fund the retirement benefits earned by the Department's membership. Funding for the Association is derived from an insurance premium tax in accordance with the Volunteer Firefighter's Relief Association Financing Guidelines Act of 1971 (Chapter 261 as amended by Chapter 509 of Minnesota Statutes 1980). Funds are also derived from investment income.

The Association issues a publicly available financial report. The report may be obtained by writing to Danube Firefighters' Relief Association, Danube, Minnesota 56230.

12. OTHER POST EMPLOYMENT BENEFITS

Any contingent liability for other post employment benefits is considered immaterial and not recognized in the financial statements.

13. RELATED PARTY TRANSACTIONS

There were no material related party transactions during the year 2018.

CITY OF DANUBE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS

14. COMMITMENTS AND CONTINGENCIES

A. Risk Management

The city is exposed to various risk of loss related to torts, thefts of, damage to or destruction of assets, business interruption, errors and omissions, employee injuries and illness, and natural disasters for which the City carries insurance. The City obtains insurance through participation in the League of Minnesota Cities Insurance Trust (LMCIT) which is a risk sharing pool with approximately 800 other governmental units. The City pays an annual premium to LMCIT for its workers compensation and property and casualty insurance. The LMCIT is self sustaining through member premiums and will reinsure for claims above a prescribed dollar amount for each insurance event. Settled claims have not exceeded the City's coverage in any of the past three fiscal years.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities, if any, include an amount for claims that have been incurred but not reported (IBNRs). The City's management is not aware of any incurred but not reported claims.

B. Claims and Judgments

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

SECTION III

REQUIRED SUPPLEMENTAL INFORMATION

CITY OF DANUBE, MINNESOTA
 BUDGETARY COMPARISON SCHEDULE - CASH BASIS
 GENERAL FUND
 FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
Beginning Budgetary Fund Balance - January 1	\$ 418,832	\$ 418,832	\$ 418,832	\$ -
RECEIPTS:				
TAXES:				
General Property Taxes	268,746	268,746	270,208	1,462
Special Assessments	-	-	10,327	10,327
Total Taxes	<u>268,746</u>	<u>268,746</u>	<u>280,535</u>	<u>11,789</u>
LICENSES AND PERMITS	<u>2,500</u>	<u>2,500</u>	<u>2,790</u>	<u>290</u>
INTERGOVERNMENTAL REVENUE:				
Local Government Aid	149,860	149,860	149,860	-
Market Value Credit	-	-	66	66
PERA Rate Increase Aid	354	354	354	-
State Police Aid	8,000	8,000	8,700	700
State Fire Aid	2,000	2,000	12,914	10,914
Other State Grants	-	-	7,564	7,564
Total Intergovernmental Revenue	<u>160,214</u>	<u>160,214</u>	<u>179,458</u>	<u>19,244</u>
CHARGES FOR SERVICES:				
General Government	1,500	1,500	3,340	1,840
Public Safety	19,000	19,000	32,021	13,021
Public Works	5,000	5,000	2,880	(2,120)
Total Charges for Services	<u>25,500</u>	<u>25,500</u>	<u>38,241</u>	<u>12,741</u>
FINES AND FORFEITS	<u>3,000</u>	<u>3,000</u>	<u>2,396</u>	<u>(604)</u>
INTEREST INCOME	<u>1,000</u>	<u>1,000</u>	<u>5,046</u>	<u>4,046</u>
MISCELLANEOUS:				
Donations	250	250	250	-
Miscellaneous Income	2,700	2,700	69,386	66,686
Total Miscellaneous	<u>2,950</u>	<u>2,950</u>	<u>69,636</u>	<u>66,686</u>
TOTAL RECEIPTS	<u>463,910</u>	<u>463,910</u>	<u>578,102</u>	<u>114,192</u>
AMOUNT AVAILABLE FOR APPROPRIATION	\$ 882,742	\$ 882,742	\$ 996,934	\$ 114,192

CITY OF DANUBE, MINNESOTA
 BUDGETARY COMPARISON SCHEDULE - CASH BASIS
 GENERAL FUND
 FOR THE YEAR ENDED DECEMBER 31, 2018

	Original Budget	Final Budget	Actual	Variance with Final Budget
DISBURSEMENTS:				
GENERAL GOVERNMENT:				
Mayor and Council:				
Personnel Services	\$ 8,365	\$ 8,365	\$ 6,717	\$ 1,648
Other Current Expenditures	50	50	-	50
Election:				
Personnel Services	1,600	1,600	1,536	64
Other Current Expenditures	500	500	125	375
Administrative and Finance:				
Personnel Services	27,920	27,920	29,749	(1,829)
Other Current Expenditures	6,044	6,044	6,489	(445)
Other General Government:				
Personnel Services	4,310	4,310	3,803	507
Other Current Expenditures	26,381	26,381	25,125	1,256
Assessor Fees:				
Current Expenditures	3,000	3,000	2,730	270
Independent Auditing:				
Current Expenditures	<u>5,400</u>	<u>5,400</u>	<u>5,100</u>	<u>300</u>
Total General Government	<u>83,570</u>	<u>83,570</u>	<u>81,374</u>	<u>2,196</u>
 PUBLIC SAFETY:				
Police Protection:				
Personnel Services	90,700	90,700	87,288	3,412
Other Current Expenditures	20,545	20,545	25,498	(4,953)
First Responders:				
Personnel Services	2,900	2,900	1,634	1,266
Other Current Expenditures	2,650	2,650	2,505	145
Fire Protection:				
Personnel Services	8,700	8,700	8,537	163
Other Current Expenditures	14,100	14,100	32,946	(18,846)
Capital Outlay	-	-	<u>8,795</u>	<u>(8,795)</u>
Total Public Safety	<u>139,595</u>	<u>139,595</u>	<u>167,203</u>	<u>(27,608)</u>

CITY OF DANUBE, MINNESOTA
 BUDGETARY COMPARISON SCHEDULE - CASH BASIS
 GENERAL FUND
 FOR THE YEAR ENDED DECEMBER 31, 2018

	Original Budget	Final Budget	Actual	Variance with Final Budget
DISBURSEMENTS:				
PUBLIC WORKS:				
Highways and Streets:				
Personnel Services	\$ 58,775	\$ 58,775	\$ 69,573	\$ (10,798)
Other Current Expenditures	63,000	63,000	65,645	(2,645)
Capital Outlay	-	-	11,647	(11,647)
Ice and Snow Removal:				
Personnel Services	1,550	1,550	728	822
Other Current Expenditures	7,750	7,750	4,143	3,607
Street Lighting:				
Current Expenditures	<u>15,000</u>	<u>15,000</u>	<u>13,492</u>	<u>1,508</u>
Total Public Works	<u>146,075</u>	<u>146,075</u>	<u>165,228</u>	<u>(19,153)</u>
 CULTURE AND RECREATION:				
Parks:				
Current Expenditures	2,070	2,070	20	2,050
Capital Outlay	<u>-</u>	<u>-</u>	<u>66,210</u>	<u>(66,210)</u>
Total Culture and Recreation	<u>2,070</u>	<u>2,070</u>	<u>66,230</u>	<u>(64,160)</u>
 MISCELLANEOUS:				
Insurance	11,500	11,500	9,772	1,728
Other Current Expenditures	<u>3,400</u>	<u>3,400</u>	<u>7,014</u>	<u>(3,614)</u>
Total Miscellaneous	<u>14,900</u>	<u>14,900</u>	<u>16,786</u>	<u>(1,886)</u>
 TOTAL DISBURSEMENTS	 <u>386,210</u>	 <u>386,210</u>	 <u>496,821</u>	 <u>(110,611)</u>
 OTHER FINANCING USES:				
Transfer to Capital Projects Fund	<u>73,700</u>	<u>73,700</u>	<u>77,700</u>	<u>(4,000)</u>
 TOTAL DISBURSEMENTS AND OTHER FINANCING USES	 <u>459,910</u>	 <u>459,910</u>	 <u>574,521</u>	 <u>(114,611)</u>
 Ending Budgetary Fund Balance - December 31	 <u>\$ 422,832</u>	 <u>\$ 422,832</u>	 <u>\$ 422,413</u>	 <u>\$ (419)</u>

SECTION IV

SUPPLEMENTAL INFORMATION

CITY OF DANUBE, MINNESOTA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
DECEMBER 31, 2018

	<u>Enterprise Funds</u>			<u>Total</u>	<u>Component</u> <u>Unit</u>
	<u>Water</u> <u>Fund</u>	<u>Garbage</u> <u>Fund</u>	<u>Sewer</u> <u>Fund</u>		<u>EDA 4-Plex</u>
ASSETS					
Current Assets:					
Cash and Cash Investments	\$ 33,043	\$ 11,867	\$ 133,616	\$ 178,526	\$ 50,935
Accounts Receivable	<u>14,753</u>	<u>8,638</u>	<u>9,184</u>	<u>32,575</u>	<u>-</u>
Total Current Assets	<u>47,796</u>	<u>20,505</u>	<u>142,800</u>	<u>211,101</u>	<u>50,935</u>
NONCURRENT ASSETS					
Capital Assets:					
Land	11,184	-	1,433	12,617	5,170
Buildings	-	-	-	-	240,782
Plant	<u>1,054,232</u>	<u>-</u>	<u>639,709</u>	<u>1,693,941</u>	<u>-</u>
Total Capital Assets	1,065,416	-	641,142	1,706,558	245,952
Less: Accumulated Depreciation	<u>462,021</u>	<u>-</u>	<u>538,448</u>	<u>1,000,469</u>	<u>119,132</u>
Total Noncurrent Assets	<u>603,395</u>	<u>-</u>	<u>102,694</u>	<u>706,089</u>	<u>126,820</u>
Total Assets	<u>\$ 651,191</u>	<u>\$ 20,505</u>	<u>\$ 245,494</u>	<u>\$ 917,190</u>	<u>\$ 177,755</u>
LIABILITIES					
Current Liabilities:					
Accounts Payable	\$ 466	\$ 3,004	\$ 3	\$ 3,473	\$ -
Deposits	825	-	-	825	2,300
Current Amount of Long-Term Debt	-	-	-	-	9,798
Total Current Liabilities	<u>1,291</u>	<u>3,004</u>	<u>3</u>	<u>4,298</u>	<u>12,098</u>
LONG-TERM LIABILITIES					
Bonds and Notes Payable	-	-	-	-	128,145
Total Liabilities	<u>1,291</u>	<u>3,004</u>	<u>3</u>	<u>4,298</u>	<u>140,243</u>
NET POSITION					
Net Investment in Capital Assets (Deficit)	603,395	-	102,693	706,088	(11,123)
Unrestricted	<u>46,505</u>	<u>17,501</u>	<u>142,798</u>	<u>206,804</u>	<u>48,635</u>
Total Net Position	<u>649,900</u>	<u>17,501</u>	<u>245,491</u>	<u>912,892</u>	<u>37,512</u>
Total Liabilities and Net Position	<u>\$ 651,191</u>	<u>\$ 20,505</u>	<u>\$ 245,494</u>	<u>\$ 917,190</u>	<u>\$ 177,755</u>

CITY OF DANUBE, MINNESOTA
STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Enterprise Funds</u>			<u>Total</u>	<u>Component</u> <u>Unit</u>
	<u>Water</u> <u>Fund</u>	<u>Garbage</u> <u>Fund</u>	<u>Sewer</u> <u>Fund</u>		<u>EDA 4-Plex</u>
OPERATING REVENUES					
Charges for Services	\$ 64,433	\$ 31,037	\$ 37,995	\$ 133,465	\$ -
Rental Income	-	-	-	-	25,920
Total Operating Revenues	<u>64,433</u>	<u>31,037</u>	<u>37,995</u>	<u>133,465</u>	<u>25,920</u>
OPERATING EXPENSES					
Salaries	4,704	1,675	4,681	11,060	-
Depreciation and Amortization	20,229	-	12,930	33,159	5,512
Contracted Services	-	22,839	-	22,839	-
Insurance	690	-	1,038	1,728	2,130
Permits, Testing and Fees	1,945	-	1,948	3,893	-
Repairs and Maintenance	11,377	-	12,011	23,388	4,361
Supplies	2,201	-	381	2,582	-
Utilities	10,418	-	1,572	11,990	-
Miscellaneous	2,002	2,337	114	4,453	2,899
Total Operating Expenses	<u>53,566</u>	<u>26,851</u>	<u>34,675</u>	<u>115,092</u>	<u>14,902</u>
Net Operating Income	<u>10,867</u>	<u>4,186</u>	<u>3,320</u>	<u>18,373</u>	<u>11,018</u>
NON OPERATING REVENUE					
(EXPENSE)					
Interest Income	156	87	1,178	1,421	-
Miscellaneous Income	2,211	-	-	2,211	32
Interest Expense	-	-	-	-	(3,511)
Total Non Operating Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(3,511)</u>
(Expense)	<u>2,367</u>	<u>87</u>	<u>1,178</u>	<u>3,632</u>	<u>(3,479)</u>
CHANGE IN NET POSITION	13,234	4,273	4,498	22,005	7,539
NET POSITION - January 1	<u>636,666</u>	<u>13,228</u>	<u>240,993</u>	<u>890,887</u>	<u>29,971</u>
NET POSITION - December 31	<u>\$ 649,900</u>	<u>\$ 17,501</u>	<u>\$ 245,491</u>	<u>\$ 912,892</u>	<u>\$ 37,512</u>

CITY OF DANUBE, MINNESOTA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Enterprise Funds</u>			<u>Total</u>	<u>Component Unit</u>
	<u>Water Fund</u>	<u>Garbage Fund</u>	<u>Sewer Fund</u>		<u>EDA 4-Plex</u>
CASH FLOWS FROM OPERATING ACTIVITIES:					
Receipts from Customers	\$ 63,613	\$ 31,291	\$ 37,542	\$ 132,446	\$ 25,920
Payments to Vendors	(28,233)	(24,345)	(17,633)	(70,211)	(9,390)
Payments to Employees	(4,704)	(1,675)	(4,681)	(11,060)	-
Other Receipts and Payments	<u>2,211</u>	<u>-</u>	<u>-</u>	<u>2,211</u>	<u>35</u>
Net Cash Provided By Operating Activities	<u>32,887</u>	<u>5,271</u>	<u>15,228</u>	<u>53,386</u>	<u>16,565</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:					
Purchase of Capital Assets	-	-	-	-	(1,384)
Principal Paid on Capital Debt	-	-	-	-	(9,557)
Interest Paid on Capital Debt	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(3,511)</u>
Net Cash Used By Capital and Related Financing Activities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(14,452)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:					
Interest Received	<u>156</u>	<u>86</u>	<u>1,178</u>	<u>1,420</u>	<u>-</u>
Net Cash Provided By Investing Activities	<u>156</u>	<u>86</u>	<u>1,178</u>	<u>1,420</u>	<u>-</u>
NET INCREASE IN CASH	33,043	5,357	16,406	54,806	2,113
CASH AND CASH EQUIVALENTS - January 1	<u>-</u>	<u>6,510</u>	<u>117,210</u>	<u>123,720</u>	<u>48,822</u>
CASH AND CASH EQUIVALENTS - December 31	<u><u>\$ 33,043</u></u>	<u><u>\$ 11,867</u></u>	<u><u>\$ 133,616</u></u>	<u><u>\$ 178,526</u></u>	<u><u>\$ 50,935</u></u>
Reconciliation of Operating Income to Net Cash Provided By Operating Activities					
Net Operating Income	\$ 10,867	\$ 4,186	\$ 3,320	\$ 18,373	\$ 11,018
Adjustments to Reconcile Operating Income to Net Cash Provided By Operating Activities					
Depreciation	20,229	-	12,930	33,159	5,512
Changes in Assets and Liabilities					
Accounts Receivable	(821)	(578)	(453)	(1,852)	-
Accounts Payable	401	1,663	(569)	1,495	-
Other Receipts and Payments	<u>2,211</u>	<u>-</u>	<u>-</u>	<u>2,211</u>	<u>35</u>
Net Cash Provided By Operating Activities	<u><u>\$ 32,887</u></u>	<u><u>\$ 5,271</u></u>	<u><u>\$ 15,228</u></u>	<u><u>\$ 53,386</u></u>	<u><u>\$ 16,565</u></u>

CITY OF DANUBE, MINNESOTA
 SCHEDULE OF CITY INDEBTEDNESS
 FOR THE YEAR ENDED DECEMBER 31, 2018

<u>Bonded Indebtedness</u>	<u>Interest Rate</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Balance January 1</u>	<u>Issued in 2018</u>	<u>Paid in 2018</u>	<u>Balance December 31</u>	<u>Current Amount Due</u>
Economic Development Authority EDA 4-Plex Bonds	2.45%	10/08/98	05/01/33	\$ 147,500	\$ -	\$ 9,557	\$ 137,943	\$ 9,798
Total City Indebtedness				<u>\$ 147,500</u>	<u>\$ -</u>	<u>\$ 9,557</u>	<u>\$ 137,943</u>	<u>\$ 9,798</u>

CITY OF DANUBE, MINNESOTA
SUMMARY FINANCIAL REPORT

RECEIPTS AND DISBURSEMENTS FOR GENERAL OPERATIONS
GOVERNMENTAL FUNDS
DECEMBER 31, 2018

The purpose of this report is to provide a summary of financial information concerning the City of Danube to interested citizens. The complete financial statements may be examined at the City Hall, PO Box 397 Danube, MN. Questions about this report should be directed to Dotty Schnobrich, City Clerk, at 320-826-2563.

	Total <u>2018</u>	Total <u>2017</u>	Percent Increase <u>(Decrease)</u>
RECEIPTS:			
Taxes and Assessments	\$ 280,535	\$ 249,702	12.35 %
Licenses and Permits	2,790	2,595	7.51 %
Intergovernmental	179,458	192,353	(6.70)%
Charges for Services	138,549	110,751	25.10 %
Fines	2,396	2,626	(8.76)%
Investment Earnings	9,005	6,560	37.27 %
Miscellaneous	84,239	16,654	405.82 %
Transfer In	<u>88,025</u>	<u>62,700</u>	<u>40.39 %</u>
Total Receipts	<u>\$ 784,997</u>	<u>\$ 643,941</u>	<u>21.91 %</u>
Per Capita	<u>1,596</u>	<u>1,309</u>	
DISBURSEMENTS:			
Current			
General Government	\$ 81,374	\$ 69,960	16.32 %
Public Safety	158,408	171,938	(7.87)%
Public Works	153,581	128,255	19.75 %
Culture and Recreation	20	1,725	(98.84)%
Miscellaneous	82,741	82,649	0.11 %
Capital Outlay	86,652	22,034	293.26 %
Transfer Out	<u>93,025</u>	<u>431,813</u>	<u>(78.46)%</u>
Total Disbursements	<u>\$ 655,801</u>	<u>\$ 929,381</u>	<u>(29.44)%</u>
Per Capita	<u>1,333</u>	<u>1,889</u>	
General Fund Cash Balance - December 31	<u>\$ 422,413</u>	<u>\$ 418,832</u>	<u>0.85 %</u>
Per Capita	<u>859</u>	<u>829</u>	

CITY OF DANUBE, MINNESOTA
SCHEDULE OF ACCOUNTS RECEIVABLE (UNAUDITED)
FOR THE YEAR ENDED DECEMBER 31, 2018

<u>Fund</u>	<u>Source of Revenue and Purpose</u>	<u>Amount</u>
General	Renville County-Property Taxes	\$ 9,170
General	Renville County-Special Assessments	1,040
General	Arvig-Fire Call	800
Water	Residents-Customer User Charge	14,754
Sewer	Residents-Customer User Charge	9,185
Garbage	Residents-Customer User Charge	8,638
General	Edward Jones-Interest Earned	230
School	Tri Valley-Electric Bill	2,520
General	Mediacom-Franchise Fee	<u>3,173</u>
		\$ <u>49,510</u>

CITY OF DANUBE, MINNESOTA
 SCHEDULE OF ACCOUNTS PAYABLE (UNAUDITED)
 FOR THE YEAR ENDED DECEMBER 31, 2018

<u>Fund</u>	<u>Vendor</u>	<u>Item and Purpose</u>	<u>Amount</u>
General	Danube Auto Works	Repairs/Maintenance	\$ 24
General	Schmolls Welding Inc	Repairs/Maintenance	376
Garbage	RRRSWA	Utilities	833
General	River Valley Arms and Ammo	Police Supplies	255
General	H&L Printing	Supplies	20
Sewer	Gopher State One Call	Repairs/Maintenance	3
General	Sullivans Electric	Repairs/Maintenance	1,833
General	Renville County Highway Dept	Utilities	164
General	American Solutions	Supplies	207
General	Renville County Assessor	Assessments	10
General	Fire Safety USA	Dues	58
General	Great Plains Natural Gas	Utilities	783
School	Great Plains Natural Gas	Utilities	4,634
General	Farmers Coop Oil	Utilities	268
Garbage	West Central Sanitation	Garbage	1,340
General	EFTPS-IRS	Payroll Tax	5
Water	Minnesota Revenue	Sales Tax	466
Garbage	Minnesota Revenue	Sales Tax	<u>832</u>
Total Accounts Payable			<u>\$ 12,111</u>

SECTION IV

ADDITIONAL INFORMATION

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

Honorable Mayor and Members of the Council
City of Danube
Danube, Minnesota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the City of Danube, Minnesota, which comprise of the statement of cash and unencumbered cash balances as of December 31, 2018, and the related statement of receipts received and disbursements paid for the year then ended, and the related notes to the financial statements, which collectively comprise the City of Danube, Minnesota's basic financial and have issued our report thereon dated March 13, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered City of Danube, Minnesota'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 expressing an opinion on the effectiveness of City of Danube, Minnesota's internal control. Accordingly, we do not express an opinion on the effectiveness of City of Danube, Minnesota'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 in a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statement will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the 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 certain deficiencies in internal control, described in the accompanying schedule of findings and responses that we consider to be significant deficiencies. Items 18-01 and 18-02.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether City of Danube, Minnesota's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

City of Danube, Minnesota's Response to Findings

City of Danube, Minnesota's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. We did not audit City of Danube, Minnesota's response 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 entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Oberloh & Oberloh, Ltd.

March 13, 2019

CITY OF DANUBE
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED DECEMBER 31, 2018

INTERNAL CONTROL FINDINGS

Audit Finding 18-01

Criteria: The City does not have the internal resources to identify all journal entries required to maintain a general ledger and to prepare the full-disclosure financial statements in conformity with the regulatory basis of accounting.

Condition: The City's personnel prepare periodic financial information for internal use that meets the needs of management and the City Council. However, the City does not have internal resources to identify all journal entries required to maintain a general ledger and prepare full-disclosure financial statements required by the regulatory basis of accounting for external reporting. The City is aware of this significant deficiency, and obtains our assistance in the preparation of the City's annual financial statements.

Cause: The City does not have the internal expertise needed to handle all aspects of the external financial reporting.

Effect: The City's management is aware of the deficiency and addresses it by reviewing and approving the adjusting journal entries and completed statements prior to distribution to the end users.

Recommendations: For entities of the City's size, it generally is not practical to obtain the internal expertise needed to handle all aspects of the external financial reporting.

Managements Response: Management agrees with the recommendation that it is not cost effective for the City to prepare the financial statements and maintain a working knowledge of the required disclosures.

Audit Finding 18-02

Criteria: Internal control that supports the City's ability to initiate, record, process and report financial data consistent with the assertions of management in the financial statements requires adequate segregation of accounting duties.

Condition: The City does not have adequate segregation of accounting duties.

Cause: There are a limited number of office employees.

Effect: 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.

Recommendations: For entities of the City's size, it generally is not practical to obtain the internal control that supports the adequate segregation of duties.

Managements Response: Management agrees with the recommendation that it is not cost effective for the City to maintain proper segregation of duties.

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AUDITOR'S REPORT ON LEGAL COMPLIANCE

Honorable Mayor and Members of the Council
City of Danube
Danube, 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 City of Danube, Minnesota, which comprise of the statement of cash and unencumbered cash balances as of December 31, 2018, and the related statement of receipts received and disbursements paid for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated March 13, 2019.

The *Minnesota Legal Compliance Audit Guide for Political Subdivisions* promulgated by the State Auditor pursuant to Minn. Stat. § 6.65 contains seven main 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 included all of the listed categories except tax increment financing because the City does not maintain any tax increment financing districts.

In connection with our audit, nothing came to our attention that caused us to believe that City of Danube, Minnesota failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*. 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 of Danube, Minnesota's noncompliance with the above reference 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.

Oberloh & Oberloh, Ltd.

March 13, 2019