

**MUNICIPALITY OF CROOKS
CROOKS, SOUTH DAKOTA**

AUDIT REPORT

FOR THE YEAR JANUARY 1, 2017 TO DECEMBER 31, 2017

Schoenfish & Co., Inc.

CERTIFIED PUBLIC ACCOUNTANTS

P.O. Box 247

105 EAST MAIN, PARKSTON, SOUTH DAKOTA 57366

MUNICIPALITY OF CROOKS

MUNICIPAL OFFICIALS
DECEMBER 31, 2017

MAYOR:

Jamison Rounds

GOVERNING BOARD:

Vacant, President
Andrew Henning, Vice-President
Randy Kringen
Jacob Maras

FINANCE OFFICER:

Tobias Schantz

ATTORNEY:

Rick Ramstad

Schoenfish & Co., Inc.

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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**

Governing Board
Municipality of Crooks
Crooks, South Dakota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, and each major fund of the Municipality of Crooks, South Dakota (Municipality), as of December 31, 2017 and for the year then ended, and the related notes to the financial statements, which collectively comprise the Municipality's basic financial statements and have issued our report thereon dated June 7, 2018, which had a disclaimer of opinion on the aggregate discretely presented component units because they were unaudited.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Municipality's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control. Accordingly, we do not express an opinion on the effectiveness of the Municipality's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph 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. However, as described in the accompanying Schedule of Current Audit Findings, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Municipality's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying Schedule of Current Audit Findings as items 2017-001 and 2017-002 to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Municipality'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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying Schedule of Current Audit Findings as item 2017-003.

Municipality's Response to Findings

The Municipality's responses to the findings identified in our audit are described in the accompanying Schedule of Current Audit Findings. The Municipality's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Municipality'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. As required by South Dakota Codified Law 4-11-11, this report is a matter of public record and its distribution is not limited.



Schoenfish & Co., Inc.
Certified Public Accountants
June 7, 2018

Schoenfish & Co., Inc.

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SCHEDULE OF PRIOR AUDIT FINDINGSPRIOR AUDIT FINDINGS:Finding Number 2016-001:

A material weakness in internal controls was noted due to a lack of proper segregation of duties existed for the revenue function resulting in decreased reliability of reported financial data and increased potential for the loss of public assets. This comment has not been corrected and is restated as current audit finding number 2017-001.

Finding Number 2016-002:

Material weaknesses were noted in internal accounting control and record keeping resulting in diminished assurance that transactions were properly executed and recorded and that assets were properly safeguarded. This comment has not been corrected and is restated as current audit finding number 2017-002.

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SCHEDULE OF CURRENT AUDIT FINDINGSCURRENT OTHER AUDIT FINDINGS:Internal Control – Related Finding – Material Weakness:Finding Number 2017-001:

A material weakness in internal controls was noted due to a lack of proper segregation of duties existed for the revenues. This has been a continuing audit comment since 1998.

Criteria:

Proper segregation of duties results in increased reliability of reported financial data and decreased potential for the loss of public assets.

Condition:

The office personnel process all revenue transactions from beginning to end. They also receive money, issue receipts, record receipts, post receipts in the accounting records, prepare bank deposits, reconcile bank statements, and prepare financial statements.

Effect:

As a result, there is an increased likelihood that errors could occur and not be detected in a timely manner by employees in the ordinary course of performing their duties.

Recommendation:

1. We recommend that the Municipality of Crooks officials be cognizant of this lack of segregation of duties for revenues and attempt to provide compensating internal controls whenever, and wherever, possible and practical.

Management's Response:

The Municipality of Crooks Mayor, Jamison Rounds, is the contact person responsible for the corrective action plan for this comment. This comment is due to the size of the Municipality of Crooks, which precludes staffing at a level sufficient to provide an ideal environment for internal controls. We are aware of this problem and are attempting to develop policies to provide compensating controls.

Finding Number 2017-002:

Material weaknesses were noted in internal accounting control and record keeping resulting in diminished assurance that transactions were properly executed and recorded and that assets were properly safeguarded. This has been a continuing audit comment since 2015.

Criteria:

Proper municipal records results in increased reliability of reported financial data and decreased potential for the loss of public assets.

Condition:

The following deficiencies in internal accounting control and record keeping were noted:

1. Adjustments were not made during the year or at year end to accurately state the receivables, payables, long-term debt, capital assets and equity on the financial statements.

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SCHEDULE OF CURRENT AUDIT FINDINGS
(Continued)

- a. These adjustments now resulted in a change in equity of \$(103,376.74) in the General Fund, \$119,072.00 in the Gas Fund, \$14,050.66 in the Water Fund, \$18,823.37 in the Sewer Fund, \$228,361.14 in the General Capital Assets Account Group, and \$56,797.55 in the General Long-Term Debt Account Group.
2. Some revenues and expenditures were not accurately recorded or classified.
 - b. These adjustments resulted in reclassifications of \$118,909.11 in the General Fund, \$112,109.23 in the Gas Fund, \$8,333.75 in the Water Fund, and \$14,433.29 in the Sewer Fund.

Some of the above have been problem areas in the past. Items 1 & 2 were corrected on this audit report. The adjustments were mostly due to reclassifications and timing which resulted in the net change. However, an adjustment was made for a payloader for \$170,000.00 for which a loan was received in December but was not paid for until January. Another error was that \$50,000.00 was classified as an expense but was a transfer from one fund to another.

SDCL 9-14-18 states that the finance officer "shall keep regular books of account in which shall be entered all indebtedness of the Municipality, and which shall at all times show the financial condition of the Municipality, the amount of bonds, warrants, certificates, or other evidences of indebtedness issued by the governing body, and the amounts of all bonds, warrants, certificates, or other evidences of indebtedness which have been redeemed and the amount of each outstanding."

SDCL 9-14-19 states that the finance officer "shall supervise the accounting system for all departments and offices of the Municipality in accordance with the recommendations of the Department of Legislative Audit"

Effect:

As a result, there is an increased likelihood that errors could occur and not be detected in a timely manner by employees in the ordinary course of performing their duties, and improper records were maintained for the Municipality of Crooks.

Recommendation:

2. We recommend that the municipal officials be cognizant of the finance officer's duties and make sure that they are knowledgeable or provide proper training to perform their duties.
3. We recommend that all necessary accounting records be properly maintained.

Management's Response:

The Municipality of Crooks Mayor, Jamison Rounds, is the contact person responsible for the corrective action plan for this comment. This comment is due to the expertise of staff, which does not provide an ideal environment for internal controls. We are aware of this problem and are attempting to provide compensating controls and proper training. The new finance officer is continuing to train to help enhance the knowledge of the position. There has been an improvement from the prior year and the goal is to continue forward working towards an unmodified opinion.

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SCHEDULE OF CURRENT AUDIT FINDINGS
(Continued)

Compliance – Related Finding:

Finding Number 2017-003:

Expenditures were in excess of the amounts budgeted in one department in the General Fund. This is the first audit in which a similar audit comment has occurred.

Criteria:

SDCL 9-21-2 states in part, "The governing body of each municipality shall, no later than its first regular meeting in September of each year or within ten days thereafter, introduce the annual appropriation ordinance for the ensuing fiscal year, in which it shall appropriate the sums of money necessary to meet all lawful expenses and liabilities of the municipality." Also, SDCL 9-21-9 states, "Neither the governing body nor any department or office of the municipality shall add to the municipal expenditures in any fiscal year any sum in excess of the amount provided for in the annual appropriation ordinance except as otherwise specially provided. Nor shall the amount spent for any purpose or any department exceed the total amount appropriated for such purpose or for such department in the annual appropriation ordinance for such year, except as otherwise specially provided."

Condition:

The Municipality expended money in excess of amounts budgeted without supplementing the budget as allowed by SDCL 9-21-7.

Effect:

Without amending the budget or limiting expenditures, expenditures are being made without proper authority. The debt budget line was overdrawn because some debt was paid off early. A supplemental budget would have been done for this. However, the total fund was within budget.

Recommendation:

4. We recommend that the expenditures be limited to amounts budgeted or budget supplements be made in accordance with SDCL 9-21-7 and SDCL 9-21-6.1 to allow for expenditures.

Management's Response:

The Municipality of Crooks Mayor, Jamison Rounds, is the contact person responsible for the response for this comment. The Municipality will be more careful to follow the budgetary guidelines prescribed by law.

CLOSING CONFERENCE

The audit was discussed with the officials during the course of the audit and with the Mayor and the Finance Officer on June 13, 2018.

Schoenfish & Co., Inc.

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INDEPENDENT AUDITOR'S REPORT

Governing Board
Municipality of Crooks
Crooks, South Dakota

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund, of the Municipality of Crooks, South Dakota, (Municipality) as of December 31, 2017, and for the year then ended, and the related notes to the financial statements, which collectively comprise the Municipality's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

The Municipality's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatements, 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 of 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 Municipality'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 Municipality'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 Disclaimer of Opinion

We were not engaged to audit and we were unable to obtain audited financial statements supporting the financial balances and activities of the Crooks Housing and Redevelopment Commission, and we

did not attempt to satisfy ourselves as to those amounts by other auditing procedures. Those financial activities are included on the basic financial statements referred to above as a component units of the Municipality of Crooks and represent one hundred percent of the December 31, 2017, balances and activities for the year then ended of the component units columns.

Disclaimer of Opinion

Because of the effects of the item discussed in the Basis for Disclaimer of Opinion, we were not able to apply other auditing procedures to satisfy ourselves as to the component units, the scope of our work was not sufficient to enable us to express, and we do not express, an opinion on the aggregate discretely presented component units.

Unmodified Opinions

In our opinion, the financial statements referred to above present fairly the respective financial position of the governmental activities, business-type activities, and each major fund of the Municipality of Crooks as of December 31, 2017, and the respective changes in financial position and, where applicable, cash flows, thereof for each of the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Budgetary Comparison Schedules, the Schedule of the Municipality's Contributions, and the Schedule of the Municipality's Proportionate Share of the Net Pension Liability (Asset) on pages 41 through 44, 46, and 47, 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 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.

The Municipality has omitted the Management's Discussion and Analysis (MD&A) that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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 financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

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Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 7, 2018 on our consideration of the Municipality's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Municipality's internal control over financial reporting and compliance.



Schoenfish & Co., Inc.
Certified Public Accountants
June 7, 2018

Schoenfish & Co., Inc.

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MUNICIPALITY OF CROOKS
STATEMENT OF NET POSITION
December 31, 2017

	Primary Government			Component Units
	Governmental Activities	Business-Type Activities	Total	
ASSETS:				
Cash and Cash Equivalents	481,983.41	1,023,792.07	1,505,775.48	874,125.09
Investments	11,641.27	132,210.48	143,851.75	
Accounts Receivable, Net	60,144.72	177,354.32	237,499.04	152,909.23
Due from Component Unit		252,519.21	252,519.21	(252,519.21)
Inventories		46,491.00	46,491.00	
Restricted Assets:				
Deposits	4,508.60		4,508.60	(2,200.00)
Net Pension Asset	209.20	476.71	685.91	
Capital Assets:				
Land and Construction in Progress	92,177.00	177,293.00	269,470.00	855,166.75
Other Capital Assets, Net of Depreciation	830,548.63	2,455,494.12	3,286,042.75	482,889.50
TOTAL ASSETS	1,481,212.83	4,265,630.91	5,746,843.74	2,110,371.36
DEFERRED OUTFLOWS OF RESOURCES:				
Pension Related Deferred Outflows	20,971.83	47,788.27	68,760.10	
TOTAL DEFERRED OUTFLOWS OF RESOURCES	20,971.83	47,788.27	68,760.10	0.00
LIABILITIES :				
Accounts Payable	172,132.00		172,132.00	
Other Current Liabilities	12,513.89	48,113.89	60,627.78	
Unearned Revenue	325.00	2,321.47	2,646.47	
Noncurrent Liabilities:				
Due Within One Year	15,659.61	46,567.57	62,227.18	92,718.56
Due in More than One Year	155,352.08	299,438.61	454,790.69	1,575,579.00
TOTAL LIABILITIES	355,982.58	396,441.54	752,424.12	1,668,297.56
DEFERRED INFLOWS OF RESOURCES:				
Pension Related Deferred Inflows	5,924.57	13,500.25	19,424.82	
TOTAL DEFERRED INFLOWS OF RESOURCES	5,924.57	13,500.25	19,424.82	0.00
NET POSITION:				
Net Investment in Capital Assets	752,725.63	2,293,519.41	3,046,245.04	(490,241.31)
Restricted for:				
SDSR Pension Purposes	15,256.46	34,764.73	50,021.19	
Cumulative Insurance Reserve Purposes	4,508.60		4,508.60	
Economic Development Purposes	8,416.97		8,416.97	
Crossing Lights/Pool Purposes	11,641.27		11,641.27	
Community Park Purposes	9,000.00		9,000.00	
Unrestricted	338,728.58	1,575,193.25	1,913,921.83	932,315.11
TOTAL NET POSITION	1,140,277.51	3,903,477.39	5,043,754.90	442,073.80

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF CROOKS
STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2017

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		
					Governmental Activities	Business-Type Activities	Total
Primary Government:							
General Government	110,369.76	18,408.47			(91,961.29)		(91,961.29)
Public Safety	99,118.64	725.00			(98,393.64)		(98,393.64)
Public Works	165,906.33	1,175.95	50,130.23	77,750.50	(36,849.65)		(36,849.65)
Health and Welfare	11,721.36		1,543.00		(10,178.36)		(10,178.36)
Culture and Recreation	133,292.87		6,700.00		(126,592.87)		(126,592.87)
Conservation and Development	21,708.61				(21,708.61)		(21,708.61)
*Interest on Long-term Debt	2,954.06				(2,954.06)		(2,954.06)
Total Governmental Activities	545,071.63	20,309.42	58,373.23	77,750.50	(388,638.48)		(388,638.48)
Business-type Activities:							
Water	165,074.87	231,803.30	8,910.00			75,638.43	75,638.43
Sewer	138,005.25	195,893.62	10,890.00			68,778.37	68,778.37
Gas	470,156.66	641,430.62				171,273.96	171,273.96
Total Business-type Activities	773,236.78	1,069,127.54	19,800.00	0.00		315,690.76	315,690.76
Total Primary Government	1,318,308.41	1,089,436.96	78,173.23	77,750.50	(388,638.48)	315,690.76	(72,947.72)
Component Units:							
Housing and Redevelopment Commission	164,302.38	5,627.69					(158,674.69)
General Revenues:							
Taxes:							
Property Taxes					219,221.55		219,221.55
Sales Taxes					193,888.66		193,888.66
State Shared Revenues					14,414.50		14,414.50
Unrestricted Investment Earnings					494.87	8,842.33	9,337.20
Miscellaneous Revenue					35,161.75	598.85	35,760.60
Transfers					50,000.00	(50,000.00)	0.00
Total General Revenues					513,181.33	(40,558.82)	472,622.51
Change in Net Position					124,542.85	275,131.94	399,674.79
Net Position - Beginning					1,015,734.66	3,628,345.45	4,644,080.11
Adjustments:							
Adjust Housing and Development Land Sales							0.00
Adjusted Net Position-Beginning					1,015,734.66	3,628,345.45	4,644,080.11
NET POSITION - ENDING					1,140,277.51	3,903,477.39	5,043,754.90

* The Municipality does not have interest expense related to the functions presented above. This amount includes indirect interest expense on general long-term debt.

The notes to the financial statements are an integral part of this statement.

**MUNICIPALITY OF CROOKS
BALANCE SHEET
GOVERNMENTAL FUNDS
December 31, 2017**

	General Fund	Entertainment Tax Fund	Special Park Gift Fund	Total Governmental Funds
ASSETS:				
Cash and Cash Equivalents	464,566.44	8,416.97	9,000.00	481,983.41
Investments	11,641.27			11,641.27
Taxes Receivable--Delinquent	2,984.37			2,984.37
Special Assessment Receivable - Delinquent	585.00			585.00
Due from State Government	6,575.35			6,575.35
Deposits	4,508.60			4,508.60
Due from Community Center Building Fund	50,000.00			50,000.00
TOTAL ASSETS	540,861.03	8,416.97	9,000.00	558,278.00
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:				
Liabilities:				
Accounts Payable	172,132.00			172,132.00
Due to State Government	9,264.75			9,264.75
Accrued Wages Payable	2,924.14			2,924.14
Customer Deposits	325.00			325.00
Unearned Revenue	325.00			325.00
Total Liabilities	184,970.89	0.00	0.00	184,970.89
Deferred Inflows of Resources:				
Unavailable Revenue--Property Taxes	2,984.37			2,984.37
Unavailable Revenue--Special Assessments	585.00			585.00
Total Deferred Inflows of Resources	3,569.37	0.00	0.00	3,569.37
Fund Balances:				
Nonspendable for Insurance Reserve	4,508.60			4,508.60
Restricted for Crossing Lights/Pool Purposes	11,641.27			11,641.27
Restricted for Economic Development Purposes		8,416.97		8,416.97
Restricted for Community Park Purposes			9,000.00	9,000.00
Assigned for Next Year's Budget	177,720.50			177,720.50
Unassigned	158,450.40			158,450.40
Total Fund Balances	352,320.77	8,416.97	9,000.00	369,737.74
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	540,861.03	8,416.97	9,000.00	558,278.00

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF CROOKS
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position
December 31, 2017

Total Fund Balances - Governmental Funds	<u>369,737.74</u>
Amounts reported for governmental activities in the statement of Net Position are different because:	
Net pension asset reported in governmental activities is not an available financial resource and therefore is not reported in the funds.	<u>209.20</u>
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	<u>922,725.63</u>
Pension related deferred outflows are components of pension liability (asset) and therefore are not reported in the funds.	<u>20,971.83</u>
Long-term liabilities, including bonds payable and accrued leave payable, are not due and payable in the current period and therefore are not reported in the funds.	<u>(171,011.69)</u>
Assets such as taxes receivable (delinquent) and special assessment receivables (current, delinquent and deferred) are not available to pay for current period expenditures and therefore are deferred in the funds.	<u>3,569.37</u>
Pension related deferred inflows are components of pension liability (asset) and therefore are not reported in the funds.	<u>(5,924.57)</u>
Net Position - Governmental Activities	<u><u>1,140,277.51</u></u>

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF CROOKS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2017

	General Fund	Entertainment Tax Fund	Special Park Gift Fund	Total Governmental Funds
Revenues:				
Taxes:				
General Property Taxes	218,385.15			218,385.15
General Sales and Use Taxes	184,005.76	9,882.90		193,888.66
Amusement Taxes	96.00			96.00
Penalties and Interest on Delinquent Taxes	290.60			290.60
Licenses and Permits	18,208.47			18,208.47
Intergovernmental Revenue:				
State Grants	85,026.00			85,026.00
State Shared Revenue:				
Bank Franchise Tax	6,536.27			6,536.27
Motor Vehicle Commercial Prorate	747.17			747.17
Liquor Tax Reversion	7,878.23			7,878.23
Motor Vehicle Licenses	7,517.77			7,517.77
Local Government Highway and Bridge Fund	9,401.94			9,401.94
County Shared Revenue:				
County Wheel Tax	1,425.87			1,425.87
Charges for Goods and Services:				
General Government	200.00			200.00
Public Safety	120.00			120.00
Highways and Streets	1,175.95			1,175.95
Fines and Forfeits:				
Court Fines and Costs	605.00			605.00
Miscellaneous Revenue:				
Investment Earnings	494.87			494.87
Rentals	21,280.00			21,280.00
Maintenance Assessments	31,037.48			31,037.48
Contribution and Donations from Private Sources			1,000.00	1,000.00
Other	12,006.89			12,006.89
Total Revenue	606,439.42	9,882.90	1,000.00	617,322.32
Expenditures:				
General Government:				
Legislative	13,881.86			13,881.86
Executive	20,407.60			20,407.60
Elections	320.77			320.77
Financial Administration	37,334.07			37,334.07
Other	41,563.87			41,563.87
Total General Government	113,508.17	0.00	0.00	113,508.17

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF CROOKS
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund
Balances to the Government-Wide Statement of Activities
For the Year Ended December 31, 2017

Net Change in Fund Balances - Total Governmental Funds	<u>1,711.68</u>
Amounts reported for governmental activities in the statement of activities are different because:	
This amount represents capital asset purchases which are reported as expenditures on the fund financial statements but increase assets on the government-wide statements.	<u>284,570.70</u>
This amount represents the current year depreciation expense reported in the statement of activities which is not reported on the fund financial statements because it does not require the use of current financial resources.	<u>(53,069.31)</u>
In the statement of activities, gains and losses on disposal of capital assets are reported, whereas, in the governmental funds, the proceeds from the disposal of capital assets are reflected, regardless of whether a gain or loss is realized.	<u>(3,140.25)</u>
Payment of principal on long-term debt is an expenditure in the governmental funds, but the payment reduces long-term liabilities in the statement of net position.	<u>56,564.73</u>
The proceeds of long-term debt is reported in the governmental funds, but this amount increases long-term liabilities in the statement of net position.	<u>(170,000.00)</u>
The fund financial statement governmental fund property tax accruals differ from the government-wide statement property tax accruals in that the fund financial statements require the amounts to be "available".	<u>449.80</u>
Governmental funds report special assessments as revenue when "available", but the statement of activities includes the full amount of special assessments as revenue upon completion of the project at the point when an enforceable legal claim arises.	<u>(32.50)</u>
Governmental funds recognize expenditures for amounts of compensated absences actually paid to employees with current financial resources during the fiscal year. Amounts of compensated absences earned by employees are not recognized in the funds. In the statement of activities, expenses for these benefits are recognized when the employee earn leave credits.	<u>232.82</u>
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. (Pension Expense)	<u>(81.79)</u>
Changes in the pension related deferred outflows/inflows are direct components of pension liability (asset) and are not reflected in the governmental funds.	<u>7,336.97</u>
Change in Net Position of Governmental Activities	<u><u>124,542.85</u></u>

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF CROOKS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2017

	General Fund	Entertainment Tax Fund	Special Park Gift Fund	Total Governmental Funds
Expenditures: (continued)				
Public Safety:				
Police	43,082.00			43,082.00
Fire	30,000.00			30,000.00
Protective Inspection	24,049.74			24,049.74
Total Public Safety	97,131.74	0.00	0.00	97,131.74
Public Works:				
Highways and Streets	156,834.17			156,834.17
Total Public Works	156,834.17	0.00	0.00	156,834.17
Health and Welfare:				
Health	11,721.36			11,721.36
Total Health and Welfare	11,721.36	0.00	0.00	11,721.36
Culture and Recreation:				
Parks	92,491.96			92,491.96
Total Culture and Recreation	92,491.96	0.00	0.00	92,491.96
Conservation and Development:				
Economic Development and Assistance (Industrial Development)	12,908.61	8,800.00		21,708.61
Total Conservation and Development	12,908.61	8,800.00	0.00	21,708.61
Debt Service	59,518.79	0.00	0.00	59,518.79
Capital Outlay	284,570.70	0.00	0.00	284,570.70
Total Expenditures	828,685.50	8,800.00	0.00	837,485.50
Excess of Revenue Over (Under) Expenditures	(222,246.08)	1,082.90	1,000.00	(220,163.18)
Other Financing Sources:				
Transfers In	50,000.00			50,000.00
Sale of Municipal Property	101.70			101.70
Compensation for Loss or Damage to Capital Assets	1,773.16			1,773.16
Long-Term Debt Issued	170,000.00			170,000.00
Total Other Financing Sources	221,874.86	0.00	0.00	51,874.86
Net Change in Fund Balances	(371.22)	1,082.90	1,000.00	(168,288.32)
Fund Balance - Beginning	352,691.99	7,334.07	8,000.00	368,026.06
FUND BALANCE - ENDING	352,320.77	8,416.97	9,000.00	199,737.74

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF CROOKS
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
December 31, 2017

	Enterprise Funds			
	Water Fund	Sewer Fund	Gas Fund	Totals
ASSETS:				
Current Assets:				
Cash and Cash Equivalents	396,489.92	331,446.40	295,855.75	1,023,792.07
Investments	15,000.00	15,000.00	102,210.48	132,210.48
Accounts Receivable, Net	20,404.75	22,271.76	134,677.81	177,354.32
Notes Receivable			162,815.38	162,815.38
Due from CHRC	1,000.00	500.00	88,203.83	89,703.83
Inventory of Supplies	7,957.00		38,534.00	46,491.00
Total Current Assets	440,851.67	369,218.16	822,297.25	1,632,367.08
Noncurrent Assets:				
Net Pension Asset	122.09	122.78	231.84	476.71
Capital Assets:				
Land	2,000.00	175,293.00		177,293.00
Buildings	13,000.00			13,000.00
Improvements Other Than Buildings	1,375,093.00	705,487.00	1,833,744.22	3,914,324.22
Machinery and Equipment	62,469.00	47,202.00	103,487.52	213,158.52
Less: Accumulated Depreciation	(534,309.44)	(343,744.96)	(806,934.22)	(1,684,988.62)
Total Noncurrent Assets	918,374.65	584,359.82	1,130,529.36	2,633,263.83
TOTAL ASSETS	1,359,226.32	953,577.98	1,952,826.61	4,265,630.91
DEFERRED OUTFLOWS OF RESOURCES:				
Pension Related Deferred Outflows	12,239.30	12,308.06	23,240.91	47,788.27
TOTAL DEFERRED OUTFLOWS OF RESOURCES	12,239.30	12,308.06	23,240.91	47,788.27
LIABILITIES:				
Current Liabilities:				
Notes Payable - Current	3,363.60			3,363.60
Accrued Wages Payable	1,294.66	1,294.66	2,394.76	4,984.08
Customer Deposits	8,650.00	3,450.00	31,029.81	43,129.81
Unearned Revenue			2,321.47	2,321.47
Bonds Payable Current:				
Revenue	15,051.13	21,536.46		36,587.59
Total Current Liabilities	28,359.39	26,281.12	35,746.04	90,386.55
Noncurrent Liabilities:				
Bonds Payable:				
Revenue	69,413.94	209,244.61		278,658.55
Accrued Leave Payable	1,971.87	1,971.87	2,672.64	6,616.38
Other Long-Term Debt	20,780.06			20,780.06
Total Noncurrent Liabilities	92,165.87	211,216.48	2,672.64	306,054.99
TOTAL LIABILITIES	120,525.26	237,497.60	38,418.68	396,441.54
DEFERRED INFLOWS OF RESOURCES:				
Pension Related Deferred Inflows	3,457.62	3,477.04	6,565.59	13,500.25
TOTAL DEFERRED INFLOWS OF RESOURCES	3,457.62	3,477.04	6,565.59	13,500.25
NET POSITION:				
Net Investment in Capital Assets	809,765.92	353,455.97	1,130,297.52	2,293,519.41
Restricted For:				
SDRS Pension Purposes	8,903.77	8,953.80	16,907.16	34,764.73
Unrestricted	428,813.05	362,501.63	783,878.57	1,575,193.25
TOTAL NET POSITION	1,247,482.74	724,911.40	1,931,083.25	3,903,477.39

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF CROOKS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
For the Year Ended December 31, 2017

	Enterprise Funds			
	Water Fund	Sewer Fund	Gas Fund	Totals
Operating Revenue:				
Charges for Goods and Services	194,892.25	194,381.44	638,607.31	1,027,881.00
Miscellaneous	36,911.05	1,512.18	2,823.31	41,246.54
Total Operating Revenue	231,803.30	195,893.62	641,430.62	1,069,127.54
Operating Expenses:				
Personal Services	30,742.58	31,757.69	56,907.65	119,407.92
Other Current Expense	44,585.47	70,528.44	50,958.74	166,072.65
Materials (Cost of Goods Sold)	57,755.48		306,847.82	364,603.30
Depreciation	27,851.86	27,793.48	55,442.45	111,087.79
Total Operating Expenses	160,935.39	130,079.61	470,156.66	761,171.66
Operating Income (Loss)	70,867.91	65,814.01	171,273.96	307,955.88
Nonoperating Revenue (Expense):				
Operating Grants	8,910.00	10,890.00		19,800.00
Investment Earnings	337.91	190.93	8,313.49	8,842.33
Rental Revenue	598.85			598.85
Interest Expense	(4,139.48)	(7,925.64)		(12,065.12)
Total Nonoperating Revenue (Expense)	5,707.28	3,155.29	8,313.49	17,176.06
Transfers Out			(50,000.00)	(50,000.00)
Change in Net Position	76,575.19	68,969.30	129,587.45	275,131.94
Net Position - Beginning	1,170,907.55	655,942.10	1,801,495.80	3,628,345.45
NET POSITION - ENDING	1,247,482.74	724,911.40	1,931,083.25	3,903,477.39

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF CROOKS
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
For the Year Ended December 31, 2017

	Enterprise Funds			
	Water Fund	Sewer Fund	Gas Fund	Totals
CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash Receipts from Customers	230,243.79	195,190.80	652,703.25	1,078,137.84
Cash Payments to Employees for Services	(34,979.98)	(35,903.48)	(66,161.61)	(137,045.07)
Cash Payments to Suppliers of Goods and Services	(103,370.95)	(70,528.44)	(376,051.56)	(549,950.95)
Net Cash Provided (Used) by Operating Activities	91,892.86	88,758.88	210,490.08	391,141.82
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Operating Subsidies	8,910.00	10,890.00		19,800.00
Transfers Out			(50,000.00)	(50,000.00)
Net Cash Provided (Used) by Noncapital Financing Activities	8,910.00	10,890.00	(50,000.00)	(30,200.00)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Purchase of Capital Assets		(9,120.00)	(24,341.19)	(33,461.19)
Principal Paid on Capital Debt	(17,683.24)	(20,850.52)		(38,533.76)
Interest Paid on Capital Debt	(4,139.48)	(7,925.64)		(12,065.12)
Other Receipts (Payments)	598.85			598.85
Net Cash (Used) by Capital and Related Financing Activities	(21,223.87)	(37,896.16)	(24,341.19)	(83,461.22)
CASH FLOWS FROM INVESTING ACTIVITIES:				
Principal Received on Note Receivable			37,184.62	37,184.62
Issuance of Note Receivable			2,815.38	2,815.38
Due from Component Unit	(1,000.00)	(500.00)	(88,203.83)	(89,703.83)
Cash Received for Interest	337.91	190.93	5,498.11	6,026.95
Net Cash Provided by Investing Activities	(662.09)	(309.07)	(42,705.72)	(43,676.88)
Net Increase (Decrease) in Cash and Cash Equivalents	78,916.90	61,443.65	93,443.17	233,803.72
Balances - Beginning	332,573.02	285,002.75	304,623.06	922,198.83
Balances - Ending	411,489.92	346,446.40	398,066.23	1,156,002.55
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:				
Operating Income (Loss)	70,867.91	65,814.01	171,273.96	307,955.88
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities:				
Depreciation Expense	27,851.86	27,793.48	55,442.45	111,087.79
(Increase) decrease in Receivables	(1,091.07)	(1,817.24)	14,581.27	11,672.96
(Increase) decrease in Inventories	(1,030.00)		(18,245.00)	(19,275.00)
(Increase) decrease in Net Pension Asset	(122.09)	(122.78)	(231.84)	(476.71)
(Increase) decrease in Pension Related Deferred Outflows	(3,383.36)	(3,156.94)	(8,727.01)	(15,267.31)
(Decrease) increase in Accrued Wages Payable	(156.76)	(156.73)	266.11	(47.38)
(Decrease) increase in Accrued Leave Payable	574.66	574.66	424.32	1,573.64
(Decrease) increase in Unearned Revenues			(3,900.87)	(3,900.87)
(Decrease) increase in Customer Deposits	(468.44)	1,114.42	592.23	1,238.21
(Decrease) increase in Net Pension Liability	(3,865.32)	(3,994.16)	(6,334.83)	(14,194.31)
(Decrease) increase in Pension Related Deferred Inflows	2,715.47	2,710.16	5,349.29	10,774.92
Net Cash Provided (Used) by Operating Activities	91,892.86	88,758.88	210,490.08	391,141.82

The notes to the financial statements are an integral part of this statement.

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a. Financial Reporting Entity:

The reporting entity of the Municipality of Crooks (Municipality) consists of the primary government (which includes all of the funds, organizations, institutions, agencies, departments, and offices that make up the legal entity, plus those funds for which the primary government has a fiduciary responsibility, even though those fiduciary funds may represent organizations that do not meet the criteria for inclusion in the financial reporting entity); those organizations for which the primary government is financially accountable; and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the financial reporting entity's financial statements to be misleading.

Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The Municipality is financially accountable if its Governing Board appoints a voting majority of another organization's governing body and it has the ability to impose its will on that organization, or there is a potential for that organization to provide specific financial benefits to, or impose specific financial burdens on, the Municipality (primary government). The Municipality may also be financially accountable for another organization if that organization is fiscally dependent on the Municipality.

The Housing and Redevelopment Commission of the Municipality of Crooks, South Dakota (Commission) is a proprietary fund-type, discretely-presented component unit. The five members of the Commission are appointed by the Mayor with the approval of the Governing Board for five-year, staggered terms. The Commission elects its own chairperson and recruits and employs its own management personnel and other workers. The Governing Board, though, retains the statutory authority to approve or deny or otherwise modify the Commission's plans to construct a low-income housing unit, or to issue debt, which gives the Governing Board the ability to impose its will on the Commission. Separately issued financial statements of the Housing and Redevelopment Commission may be obtained from: 701 S. West Avenue; PO Box 785; Crooks, SD 57020 or crookshrc@gmail.com.

b. Basis of Presentation:

Government-wide Financial Statements:

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

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

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the Municipality or it meets the following criteria:

1. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type, and
2. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined, or
3. Management has elected to classify one or more governmental or enterprise funds as major for consistency in reporting from year to year, or because of public interest in the fund's operations.

The funds of the Municipality financial reporting entity are described below:

Governmental Funds:

General Fund – the General Fund is the general operating fund of the Municipality. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is always a major fund.

Special Revenue Funds – special revenue funds are used to account for the proceeds of specific revenue sources (other than trusts for individuals, private organizations, or other governments or for major capital projects) that are legally restricted to expenditures for specified purposes.

Entertainment Tax Fund – to account for the 3rd cent sales tax on motel rooms, restaurants and bars which may only be used for the promotion of the city, land acquisition, civic centers and auditoriums and debt service related to these acquisitions. (SDCL 10-52-8) This is a major fund.

Special Park Gift Fund – to account for any gift, grant, devise, or bequest made by any person, private agency, agency of state government, the federal government, or any of its agencies for park purposes if so established by the park board. (SDCL 9-38-112) This is a major fund.

Proprietary Funds:

Enterprise Funds – Enterprise funds may be used to report any activity for which a fee is charged to external users for goods or services. Activities are required to be reported as enterprise funds if any one of the following criteria is met. Governments should apply each of these criteria in the context of the activity's principal revenue sources.

- a. The activity is financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity. Debt that is secured by a pledge of net revenues from fees and charges and the full faith and credit of a related primary government or component unit—even if that government is not expected to make any payments—is not payable solely from fees and charges of the activity. (Some debt may be secured, in part, by a portion of its own proceeds but should be considered as payable "solely" from the revenues of the activity.)

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

- b. Laws or regulations require that the activity's costs of providing services, including capital costs (such as depreciation or debt service), be recovered with fees and charges, rather than with taxes or similar revenues.
- c. The pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs (such as depreciation or debt service).

Water Fund – financed primarily by user charges, this fund accounts for the construction and operation of the municipal waterworks system and related facilities. (SDCL 9-47-1) This is a major fund.

Sewer Fund – financed primarily by user charges, this fund accounts for the construction and operation of the municipal sanitary sewer system and related facilities. (SDCL 9-48-2) This is a major fund.

Gas Fund – financed primarily by user charges, this fund accounts for the construction and operation of the municipal gas system and related facilities. (SDCL 9-39-1 and 9-39-26) This is a major fund.

c. Measurement Focus and Basis of Accounting:

Measurement focus is a term used to describe "how" transactions are recorded within the various financial statements. Basis of accounting refers to "when" revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements, regardless of the measurement focus.

Measurement Focus:

Government-wide Financial Statements:

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using the economic resources measurement focus, applied on the accrual basis of accounting.

Fund Financial Statements:

In the fund financial statements, the "current financial resources" measurement focus and the modified accrual basis of accounting are applied to governmental fund types, while the "economic resources" measurement focus and the accrual basis of accounting are applied to the proprietary fund types.

Basis of Accounting:

Government-wide Financial Statements:

In the government-wide Statement of Net Position and Statement of Activities, governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues and related assets are recorded when earned (usually when the right to receive cash vests); and, expenses and related liabilities are recorded when an obligation is incurred (usually when the obligation to pay cash in the future vests).

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

Fund Financial Statements:

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues, including property taxes, are recognized when they become measurable and available. "Available" means resources are collected or to be collected soon enough after the end of the fiscal year that they can be used to pay the bills of the current period. The accrual period does not exceed one bill-paying cycle, and for the Municipality of Crooks, the length of that cycle is 30 days.

Under the modified accrual basis of accounting, receivables may be measurable but not available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Reported deferred revenues are those where asset recognition criteria have been met but for which revenue recognition criteria have not been met.

Expenditures are generally recognized when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general long-term debt which are recognized when due.

All proprietary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

d. Deposits and Investments:

For the purpose of financial reporting, "cash and cash equivalents" includes all demand and savings accounts and certificates of deposit for short-term investments with a term to maturity at date of acquisition of three months or less. Investments in open-end mutual fund shares, or similar investments in external investment pools, are also considered to be cash equivalents.

Investments classified in the financial statements consist entirely of certificates of deposit whose term to maturity at date of acquisition exceeds three months, and/or those types of investment authorized by South Dakota Codified Laws (SDCL) 4-5-6. Under the modified cash basis of accounting, investments are carried at cost.

e. Capital Assets:

Capital assets include land, buildings, machinery and equipment, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. Infrastructure assets are long-lived capital assets that normally are stationary in nature and normally can be preserved for significantly greater number of years than most capital assets.

The accounting treatment over capital assets depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

Government-Wide Statements

Capital assets are recorded at historical cost. Donated capital assets are valued at their estimated acquisition value on the date donated. Reported cost values include ancillary charges necessary to place the asset into its intended location and condition for use. Subsequent to initial capitalization, improvements or betterments that are significant and which extend the useful life of a capital asset are also capitalized.

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NOTES TO THE FINANCIAL STATEMENTS
(Continued)

The total December 31, 2017 balance of governmental activities capital assets and business-type capital assets are all valued at original cost.

Infrastructure assets used in general government operations consisting of certain improvements other than buildings, including roads, bridges, sidewalks, drainage systems, and lighting systems, acquired prior to January 1, 2004, were not required to be capitalized by the Municipality. Infrastructure assets acquired since January 1, 2004 are recorded at cost, and classified as "Improvements Other than Buildings."

For governmental activities Capital Assets, construction-period interest is not capitalized, in accordance with USGAAP, while for capital assets used in business-type activities/proprietary fund's operations, construction period interest is capitalized in accordance with USGAAP.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the government-wide Statement of Activities, except for that portion related to common use assets for which allocation would be unduly complex, and which is reported as Unallocated Depreciation, with net capital assets reflected in the Statement of Net Position. Accumulated depreciation is reported on the government-wide Statement of Net Position and on each proprietary fund's Statement of Net Position.

Capitalization thresholds (the dollar values above which asset acquisitions are added to the capital asset accounts), depreciation methods, and estimated useful lives of capital assets reported in the government-wide statements and proprietary funds are as follows:

	Capitalization Threshold	Depreciation Method	Estimated Useful Life
Land and land rights	\$ -	-- N/A --	-- N/A --
Improvements other than buildings	\$ 15,000.00	Straight-line	15-50 yrs.
Buildings	\$ 25,000.00	Straight-line	20-100 yrs.
Machinery & Equipment	\$ 5,000.00	Straight-line	4-20 yrs.
Vehicles	\$ 10,000.00	Straight-line	5-10 yrs.

Land is an inexhaustible capital asset and is not depreciated.

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as Capital Outlay expenditures of the appropriate governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for on the accrual basis, the same as in the government-wide statements.

f. Long-Term Liabilities:

The accounting treatment of long-term liabilities depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term liabilities to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term liabilities primarily consist of revenue bonds, notes payable, and compensated absences.

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

In the fund financial statements, debt proceeds are reported as revenues (other financing sources), while payments of principal and interest are reported as expenditures when they become due. The accounting for proprietary fund long-term debt is on the accrual basis, the same in the fund statements as in the government-wide statements.

g. Program Revenues:

Program revenues derive directly from the program itself or from parties other than the Municipality's taxpayers or citizenry, as a whole. Program revenues are classified into three categories, as follows:

1. Charges for services – These arise from charges to customers, applicants, or others who purchase, use, or directly benefit from the goods, services, or privileges provided, or are otherwise directly affected by the services.
2. Program-specific operating grants and contributions – These arise from mandatory and voluntary non-exchange transactions with other governments, organizations, or individuals that are restricted for use in a particular program.
3. Program-specific capital grants and contributions – These arise from mandatory and voluntary non-exchange transactions with other governments, organizations, or individuals that are restricted for the acquisition of capital assets for use in a particular program.

h. Deferred Inflows and Deferred Outflows of Resources:

In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. Deferred outflows of resources represent consumption of net position that applies to a future period or periods. These items will not be recognized as an outflow of resources until the applicable future period.

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. Deferred inflows of resources represent acquisitions of net position that applies to a future period or periods. These items will not be recognized as an inflow of resources until the applicable future period.

i. Proprietary Funds Revenue and Expense Classifications:

In the proprietary fund's Statement of Revenues, Expenses and Changes in Fund Net Position, revenues and expenses are classified in a manner consistent with how they are classified in the Statement of Cash Flows. That is, transactions for which related cash flows are reported as capital and related financing activities, noncapital financing activities, or investing activities are not reported as components of operating revenues and expenses.

j. Cash and Cash Equivalents:

The Municipality pools the cash resources of its funds for cash management purposes. The proprietary funds essentially have access to the entire amount of their cash resources on demand. Accordingly, each proprietary fund's equity in the cash management pool is considered to be cash and cash equivalents for the purpose of the Statement of Cash Flows.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

k. Equity Classifications:

Government-wide Statements:

Equity is classified as net position and is displayed in three components.

1. Net investment in capital assets – Consists of capital assets, including restricted capital assets, net of accumulated depreciation (if applicable) and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted net position – Consists of net position with constraints placed on their use either by (a) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (b) law through constitutional provisions or enabling legislation.
3. Unrestricted net position – All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

Fund Financial Statements:

Governmental fund equity is classified as fund balance, and may distinguish between "Nonspendable", "Restricted", "Committed", "Assigned" and "Unassigned" components. Proprietary fund equity is classified the same as in the government-wide financial statements.

l. Application of Net Position:

It is the Municipality's policy to first use restricted net position, prior to the use of unrestricted net position, when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

m. Fund Balance Classification Policies and Procedures:

In accordance with Government Accounting Standards Board (GASB) No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, the Municipality classifies governmental fund balances as follows:

- Nonspendable – includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints.
- Restricted – includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.
- Committed – includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority and does not lapse at year-end.
- Assigned – includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund Balance may be assigned by the Finance Officer.

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

- Unassigned – includes positive fund balance within the General Fund which has not been classified within the above mentioned categories and negative fund balances in other governmental funds.

The Nonspendable Fund Balance is comprised of the following:

- Amount reported in non-spendable form such as deposit held in Public Assurance Alliance Cumulative Reserve Fund.

The Municipality uses restricted/committed amounts first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as a grant agreement requiring dollar for dollar spending. Additionally, the Municipality would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The Municipality does not have a formal minimum fund balance policy.

n. Pensions:

For purposes of measuring the net pension liability (asset), deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense (revenue), information about the fiduciary net position of the South Dakota Retirement System (SDRS) and additions to/deletions from SDRS's fiduciary net position have been determined on the same basis as they are reported by SDRS. Municipal contributions and net pension liability (asset) are recognized on an accrual basis of accounting.

2. VIOLATIONS OF FINANCE-RELATED LEGAL AND CONTRACTUAL PROVISIONS:

The Municipality is prohibited by statute from spending in excess of appropriated amounts at the department level. The following represents the significant overdrafts of the expenditures compared to appropriations:

	<u>Year Ended</u> <u>12/31/2017</u>
General Fund:	
<u>Activity</u>	
Parks	\$ 7,324.14
Debt Service	\$ 46,518.79

The Municipal Council plans to take the following actions to address these violations: use supplemental budgets when legal authority allows.

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

3. DEPOSITS AND INVESTMENTS, CREDIT RISK, CONCENTRATIONS OF CREDIT RISK AND INTEREST RATE RISK

The Municipality follows the practice of aggregating the cash assets of various funds to maximize cash management efficiency and returns. Various restrictions on deposits and investments are imposed by statutes. These restrictions are summarized below:

Deposits - The Municipality's cash deposits are made in qualified public depositories as defined by SDCL 4-6A-1, 9-22-6, 9-22-6.1 and 9-22-6.2, and may be in the form of demand or time deposits. Qualified depositories are required by SDCL 4-6A-3 to maintain at all times, segregated from their other assets, eligible collateral having a value equal to at least 100 percent of the public deposit accounts which exceed deposit insurance such as the FDIC and NCUA. In lieu of pledging eligible securities, a qualified public depository may furnish irrevocable standby letters of credit issued by Federal Home Loan Banks accompanied by written evidence of that bank's public debt rating which may not be less than "AA" or a qualified public depository may furnish a corporate surety bond of a corporation authorized to do business in South Dakota.

Investments - In general, SDCL 4-5-6 permits municipal funds to be invested only in (a) securities of the United States and securities guaranteed by the United States Government either directly or indirectly; or (b) repurchase agreements fully collateralized by securities described in (a) above; or in shares of an open-end, no-load fund administered by an investment company whose investments are in securities described in (a) above and repurchase agreements described in (b) above. Also, SDCL 4-5-9 requires investments to be in the physical custody of the political subdivision or may be deposited in a safekeeping account with any bank or trust company designated by the political subdivision as its fiscal agent.

As of December 31, 2017, the Municipality did not have any investments. The investments reported in the financial statements consist of only certificates of deposit.

Credit Risk - State law limits eligible investments for the Municipality, as discussed above. The Municipality has no investment policy that would further limit its investment choices.

As of December 31, 2017, the Municipality had the following investments:

<u>Investment</u>	<u>Credit Rating</u>	<u>Maturities</u>	<u>Fair Value</u>
External Investment Pools:			
SDFIT	Unrated	N/A	\$ 1,027.28
TOTAL INVESTMENTS			<u><u>\$ 1,027.28</u></u>

The South Dakota Public Fund Investment Trust (SDFIT) is an external investment pool created for South Dakota local government investing. It is regulated by a nine member board with representation from municipalities, school districts, and counties. The net asset value of the SDFIT money market account (GCR) is kept at one dollar per share by adjusting the rate of return on a daily basis. Earnings are credited to each account on a monthly basis.

Concentration of Credit Risk - the Municipality places no limit on the amount that may be invested in any one issuer.

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

Interest Rate Risk – The Municipality does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Assignment of Investment Income – State law allows income from deposits and investments to be credited to either the General Fund or the fund making the investment. The Municipality's policy is to credit all income from investments to the fund making the investment.

4. RECEIVABLES AND PAYABLES

Receivables and payables are not aggregated in these financial statements. The Municipality expects all receivables to be collected within one year.

5. INVENTORY

Inventory in the enterprise funds consists of expendable supplies held for consumption. Supplies are recorded at cost.

Government-wide Financial Statements:

In the government-wide financial statements, inventory is recorded as an asset at the time of purchase and charged to expense as it is consumed.

Fund Financial Statements:

In the fund financial statements, inventory is recorded as an asset at the time of purchase and charged to expense as it is consumed. Material supply inventories are offset by a nonspendable fund balance which indicates that they do not constitute "available spendable resources" even though they are a component of net current assets.

6. PROPERTY TAXES

Property taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied on or before October 1 and payable in two installments on or before April 30 and October 31 of the following year.

The Municipality is permitted by several state statutes to levy varying amounts of taxes per \$1,000 of taxable valuation on taxable property in the Municipality.

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

7. CHANGES IN GENERAL CAPITAL ASSETS

A summary of changes in capital assets for the year ended December 31, 2017, is as follows:

	Balance 01/01/2017	Increases	Decreases	Balance 12/31/2017
Governmental Activities:				
Capital Assets, not being Depreciated:				
Land	92,177.00			92,177.00
Construction Work in Progress	3,140.25		(3,140.25)	0.00
Total, not being Depreciated	<u>95,317.25</u>	<u>0.00</u>	<u>(3,140.25)</u>	<u>92,177.00</u>
Capital Assets, being Depreciated:				
Buildings	473,879.00			473,879.00
Improvements Other Than Buildings	285,976.80	110,158.70		396,135.50
Machinery and Equipment	347,872.17	174,412.00		522,284.17
Total, being Depreciated	<u>1,107,727.97</u>	<u>284,570.70</u>	<u>0.00</u>	<u>1,392,298.67</u>
Less Accumulated Depreciation for:				
Buildings	(133,748.74)	(10,070.58)		(143,819.32)
Improvements Other Than Buildings	(95,357.95)	(22,144.04)		(117,501.99)
Machinery and Equipment	(279,574.04)	(20,854.69)		(300,428.73)
Total Accumulated Depreciation	<u>(508,680.73)</u>	<u>(53,069.31)</u>	<u>0.00</u>	<u>(561,750.04)</u>
Total Governmental Activities Capital Assets, being Depreciated, Net	<u>599,047.24</u>	<u>231,501.39</u>	<u>0.00</u>	<u>830,548.63</u>
Governmental Activity Capital Assets, Net	<u>694,364.49</u>	<u>231,501.39</u>	<u>(3,140.25)</u>	<u>922,725.63</u>

Depreciation expense was charged to functions as follows:

Governmental Activities:	
General Government	576.90
Public Safety	1,986.90
Public Works	11,103.61
Culture and Recreation	39,401.90
Total Depreciation Expense - Governmental Activities	<u>53,069.31</u>

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

	Balance 01/01/2017	Increases	Decreases	Balance 12/31/2017
Business-Type Activities:				
Capital Assets, not being Depreciated:				
Land	177,293.00			177,293.00
Total, not being Depreciated	177,293.00	0.00	0.00	177,293.00
Capital Assets, being Depreciated:				
Buildings	13,000.00			13,000.00
Improvements Other Than Buildings	3,889,983.03	24,341.19		3,914,324.22
Machinery and Equipment	204,038.50	9,120.00		213,158.50
Total, being Depreciated	4,107,021.53	33,461.19	0.00	4,140,482.72
Less Accumulated Depreciation for:				
Buildings	(13,000.00)			(13,000.00)
Improvements Other Than Buildings	(1,383,194.07)	(93,180.54)		(1,476,374.61)
Machinery and Equipment	(177,706.76)	(17,907.25)		(195,614.01)
Total Accumulated Depreciation	(1,573,900.83)	(111,087.79)	0.00	(1,684,988.62)
Total Business-Type Activities Capital Assets, being Depreciated, Net	2,533,120.70	(77,626.60)	0.00	2,455,494.10
Business-Type Activity Capital Assets, Net	2,710,413.70	(77,626.60)	0.00	2,632,787.10

Depreciation expense was charged to functions as follows:

Business-Type Activities:	
Water	27,851.86
Electricity	27,793.48
Gas	55,442.45
Total Depreciation Expense - Business-Type Activities	111,087.79

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

8. LONG-TERM LIABILITIES

A summary of the changes in long-term liabilities for the year ended December 31, 2017 is as follows:

	Beginning Balance 01/01/17	Additions	Deletions	Ending Balance 12/31/2017	Due Within One Year
Primary Government:					
Governmental Activities:					
Sales Tax Revenue					
Bonds - Series 2002	56,564.73		56,564.73	0.00	0.00
RD Notes Payable					
Payloader	0.00	170,000.00		170,000.00	14,647.92
Total Debt	56,564.73	170,000.00	56,564.73	170,000.00	14,647.92
Accrued Compensated Absences-					
Governmental Funds	1,244.51	1,438.43	1,671.25	1,011.69	1,011.69
Total Governmental					
Activities	57,809.24	171,438.43	58,235.98	171,011.69	15,659.61
Business-Type Activities:					
Series 1999 RD Water Utility Bonds	27,514.77		7,263.27	20,251.50	7,642.07
Series 2005 SRF Drinking Water #1	71,386.70		7,173.13	64,213.57	7,409.06
Series 2008 SRF Clean Water #1	251,631.59		20,850.52	230,781.07	21,536.46
Minnehaha County Rural Water	27,390.50		3,246.84	24,143.66	3,363.60
Total Debt	377,923.56	0.00	38,533.76	339,389.80	39,951.19
Accrued Compensated Absences-					
Business-Type Funds	5,042.74	6,070.72	4,497.08	6,616.38	6,616.38
Total Business-Type Activities	382,966.30	6,070.72	43,030.84	346,006.18	46,567.57
TOTAL PRIMARY GOVERNMENT	440,775.54	177,509.15	101,266.82	517,017.87	62,227.18

Compensated absences for governmental activities typically have been liquidated from the General Fund.

Debt payable at December 31, 2017 is comprised of the following:

GOVERNMENTAL ACTIVITIES:

USDA Community Facilities Loan:

Interest Rate of 3.25%,
Final Maturity December 2027,
Retired by the General Fund

\$ 170,000.00

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

BUSINESS-TYPE ACTIVITIES:

Revenue Bonds:

Series 1999RD Water Utility Revenue Bonds:

Interest Rates of 5.0%,
Final Maturity August 2020,
Payable from Water Fund

\$ 20,251.50

Series 2005 State Revolving Fund – Drinking Water # 1:

Interest Rates of 3.25%,
Final Maturity July 2025,
Payable from Water Fund

\$ 64,213.57

Series 2008 State Revolving Fund – Clean Water # 1:

Interest Rates of 3.25%,
Final Maturity April 2027,
Payable from Sewer Fund

\$ 230,781.07

Other Debt:

Minnehaha County Rural Water Loan:

Interest Rates of 3.5%,
Final Maturity August 2024,
Payable from Water Fund

\$ 24,143.66

Compensated Absences:

Accrued Annual Leave and Benefits, Payment to be made by the fund that the payroll expenditures are charged to.

Governmental Activities	\$ 1,011.69
Business-Type Activities:	
Water Fund	1,971.87
Sewer Fund	1,971.87
Gas Fund	2,672.64

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

The annual requirements to amortize all debt outstanding as of December 31, 2017, except for compensated absences but including interest payments of \$80,141.91, are as follows:

Annual Requirements to Maturity for Long-Term Debt
December 31, 2017

Year Ending December 31,	USDA Community Facilities Loan		Series 1999 RD Water Utility Revenue Bonds		Series 2005 State Revolving Fund - Drinking Water # 1	
	Principal	Interest	Principal	Interest	Principal	Interest
2018	14,647.92	5,308.08	7,642.07	831.73	7,409.06	1,997.26
2019	15,131.13	4,824.87	8,165.32	308.48	7,652.82	1,753.50
2020	15,630.28	4,325.72	4,444.11	68.93	7,904.57	1,501.75
2021	16,145.91	3,810.09			8,164.63	1,241.69
2022	16,678.55	3,277.45			8,433.22	973.10
2023-2027	91,766.21	8,013.79			24,649.27	1,218.11
Totals	<u>170,000.00</u>	<u>29,560.00</u>	<u>20,251.50</u>	<u>1,209.14</u>	<u>64,213.57</u>	<u>8,685.41</u>

Year Ending December 31,	Series 2008 State Revolving Fund - Clean Water # 1		Minnehaha County Rural Water Loan		TOTALS	
	Principal	Interest	Principal	Interest	Principal	Interest
2018	21,536.16	7,239.70	3,363.60	812.28	54,598.81	16,189.05
2019	22,244.97	6,531.19	3,484.55	691.33	56,678.79	14,109.37
2020	22,976.79	5,799.37	3,608.24	567.64	54,563.99	12,263.41
2021	23,732.68	5,043.48	3,739.62	436.26	51,782.84	10,531.52
2022	24,513.46	4,262.70	3,874.09	301.79	53,499.32	8,815.04
2023-2027	115,776.71	8,811.36	6,073.56	190.26	238,265.75	18,233.52
Totals	<u>230,780.77</u>	<u>37,687.80</u>	<u>24,143.66</u>	<u>2,999.56</u>	<u>509,389.50</u>	<u>80,141.91</u>

9. RESTRICTED NET POSITION

Restricted net position for the year ended December 31, 2017 was as follows:

Major Funds:

General Fund - Cumulative Insurance Reserve	\$ 4,508.60
General Fund - Crossing Lights/Pool	8,416.97
Entertainment Tax Fund - Economic Development	11,641.27
Special Park Gift Fund - Community Park	9,000.00
SDSR Pension Purposes	<u>50,021.19</u>
Total Restricted Net Position	<u>\$ 83,588.03</u>

These balances are restricted due to debt agreements and statutory requirements.

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

10. INTERFUND TRANSFERS

Interfund transfers for the year ended December 31, 2017 were as follows:

<u>Transfers From:</u>	<u>Transfers to:</u>
<u>Major Funds:</u>	<u>General Fund</u>
Gas Fund	\$ 50,000.00

The Municipality typically budgets transfers to the General Fund to conduct the indispensable functions of the Municipality.

11. PENSION PLAN

Plan Information:

All employees, working more than 20 hours per week during the year, participate in the South Dakota Retirement System (SDRS), a cost sharing, multiple employer defined benefit pension plan administered by SDRS to provide retirement benefits for employees of the State of South Dakota and its political subdivisions. The SDRS provides retirement, disability, and survivor benefits. The right to receive retirement benefits vests after three years of credited service. Authority for establishing, administering and amending plan provisions are found in SDCL 3-12. The SDRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained at <http://sdrs.sd.gov/publications.aspx> or by writing to the SDRS, P.O. Box 1098, Pierre, SD 57501-1098 or by calling (605) 773-3731.

Benefits Provided:

SDRS has three different classes of employees, Class A, Class B public safety and Class B judicial. Class A retirement benefits are determined as 1.7 percent prior to 2008 and 1.55 percent thereafter of the employee's final 3-year average compensation times the employee's years of service. Employees with 3 years of service are eligible to retire at age 55. Class B public safety benefits are determined as 2.4 percent for service prior to 2008 and 2.0 percent thereafter of employee final average compensation. Class B judicial benefits are determined as 3.733 percent for service prior to 2008 and 3.333 percent thereafter of employee final average compensation. All Class B employees with 3 years of service are eligible to retire at age 45. Employees are eligible for service-related disability benefits regardless of length of service. Three years of service is required for nonservice-related disability eligibility. Disability benefits are determined in the same manner as retirement benefits but are payable immediately without an actuarial reduction. Death benefits are a percent of the employee's final average salary.

The annual increase in the amount of the SDRS benefits payable on each July 1st is indexed to the consumer price index (CPI) based on SDRS funded status:

- If the SDRS market value funded ratio is 100% or more – 3.1% COLA
- If the SDRS market value funded ratio is 80.0% to 99.9%, index with the CPI
 - 90.0% to 99.9% funded — 2.1% minimum and 2.8% maximum COLA
 - 80.0% to 90.0% funded — 2.1% minimum and 2.4% maximum COLA
- If the SDRS market value funded ratio is less than 80% – 2.1% COLA

The 2017 legislation modified the COLA, effective for the July 1, 2018 increase:

- Baseline actuarial accrued liabilities will be calculated assuming the COLA is equal to the long-term inflation assumption of 2.25%.

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NOTES TO THE FINANCIAL STATEMENTS
(Continued)

- If the fair value of assets is greater or equal to the baseline actuarial accrued liabilities, the COLA will be:
 - The increase in the 3rd quarter CPI-W, no less than 0.5% and no greater than 3.5%.
- If the fair value of assets is less than the baseline actuarial accrued liabilities, the COLA will be:
 - The increase in the 3rd quarter CPI-W, no less than 0.5% and no greater than a restricted maximum such that, that if the restricted maximum is assumed for future COLAs, the fair value of assets will be greater or equal to the accrued liabilities.

All benefits except those depending on the Member's Accumulated Contributions are annually increased by the Cost-of-Living Adjustment.

Contributions:

Per SDCL 3-12, contribution requirements of the active employees and the participating employers are established and may be amended by the SDRS Board. Covered employees are required by state statute to contribute the following percentages of their salary to the plan; Class A Members, 6.0% of salary; Class B Judicial Members, 9.0% of salary; and Class B Public Safety Members, 8.0% of salary. State statute also requires the employer to contribute an amount equal to the employee's contribution. State statute also requires the employer to make an additional contribution in the amount of 6.2 percent for any compensation exceeding the maximum taxable amount for social security for general employees only. The Municipality's share of contributions to the SDRS for the calendar years ended December 31, 2017, 2016, and 2015 were \$8,869.38, \$8,369.66 and \$5,695.72, respectively, equal to the required contributions each year.

Pension Liabilities (Assets), Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources to Pensions:

At June 30, 2017, SDRS is 100.1% funded and accordingly has net pension liability. The proportionate shares of the components of the net pension liability of South Dakota Retirement System, for the Municipality as of this measurement period ending June 30, 2017 and reported by the Municipality as of December 31, 2017 are as follows:

Proportionate share of pension liability	\$ 879,393.82
Less Porportionate share of net pension restricted for pension benefits	<u>\$ 880,079.73</u>
Proportionate share of net pension liability (asset)	<u>\$ (685.91)</u>

At December 31, 2017, the Municipality reported a liability (asset) of \$(685.91) for its proportionate share of the net pension liability (asset). The net pension liability (asset) was measured as of June 30, 2017 and the total pension liability (asset) used to calculate the net pension liability (asset) was based on a projection of the Municipality's share of contributions to the pension plan relative to the contributions of all participating entities. At June 30, 2017, the Municipality's proportion was .000755820%, which is an increase (decrease) of 0.0012010% from its proportion measured as of June 30, 2016.

For the year ended December 31, 2017, the Municipality recognized pension expense (reduction of expense) of \$(17,549.17). At December 31, 2017 the Municipality reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

	<u>Deferred Outflows of</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience.	\$ 10,990.24	
Changes In Assumption.	\$ 53,256.99	
Net Difference between projected and actual earnings on pension plan investments.		\$ 13,187.38
Changes in proportion and difference between Municipality contributions and proportionate share of contributions.	\$ 280.57	\$ 6,237.44
Municipality contributions subsequent to the measurement date.	\$ 4,232.30	
TOTAL	<u><u>\$ 68,760.10</u></u>	<u><u>\$ 19,424.82</u></u>

\$4,232.30 reported as deferred outflow of resources related to pensions resulting from Municipality contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending December 31, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenue) as follows:

Year Ended
December 31:

2018	\$ 11,860.16
2019	\$ 21,151.34
2020	\$ 15,666.70
2021	<u>\$ (3,575.22)</u>
TOTAL	<u><u>\$ 45,102.98</u></u>

Actuarial Assumptions:

The total pension liability (asset) in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.25 percent
Salary Increases	5.83 percent at entry to 3.87 percent after 30 years of service
Investment Rate of Return	7.25 percent through 2017 and 7.50 percent thereafter, net of pension plan investment expense

Mortality rates were based on 97% of the RP-2014 Mortality Table, projected generationally with Scale MP-2016, white collar rates for females and total dataset rates for males. Mortality rates for disabled members were based on the RP-2014 Disabled Retiree Mortality Table, projected generationally with Scale MP-2016.

Investment portfolio management is the statutory responsibility of the South Dakota Investment Council (SDIC), which may utilize the services of external money managers for management of a portion of the portfolio. SDIC is governed by the Prudent Man Rule (i.e., the council should use the same degree of care

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

as a prudent man). Current SDIC investment policies dictate limits on the percentage of assets invested in various types of vehicles (equities, fixed income securities, real estate, cash, private equity, etc.). The long-term expected rate of return on pension plan investments was determined using a method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2016 (see the discussion of the pension plan's investment policy) are summarized in the following table using geometric means:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global Equity	58.0%	4.8%
Fixed Income	30.0%	1.8%
Real Estate	10.0%	4.6%
Cash	2.0%	0.7%
Total	100%	

Discount Rate:

The discount rate used to measure the total pension liability (asset) was 6.50 percent. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that matching employer contributions will be made at rates equal to the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all 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 (asset).

Sensitivity of liability (asset) to changes in the discount rate:

The following presents the Municipality's proportionate share of net pension liability (asset) calculated using the discount rate of 6.50 percent, as well as what the Municipality's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage point lower (5.50%) or 1-percentage point higher (7.50%) than the current rate:

	<u>1% Decrease</u>	<u>Current Discount Rate</u>	<u>1% Increase</u>
Municipality's proportionate share of the net pension liability (asset)	\$125,625.11	\$(685.91)	\$(103,544.17)

Pension Plan Fiduciary Net Position:

Detailed information about the plan's fiduciary net position is available in the separately issued SDRS financial report.

12. RELATED PARTY TRANSACTIONS

The Mayor of the Municipality is the acting Executive Director on the board of the Crooks Housing & Redevelopment Commission, and Finance Officer is the bookkeeper of the Crooks Housing & Redevelopment Commission (Crooks HRC). The Crooks HRC is a component unit of the Municipality.

13. SIGNIFICANT CONTINGENCIES – LITIGATION

At December 31, 2017, the Municipality was not involved in any significant litigation.

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

14. RISK MANAGEMENT

The Municipality is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the period ended December 31, 2017, the Municipality managed its risks as follows:

Employee Health Insurance:

The Municipality joined the South Dakota Municipal League Health Pool of South Dakota. This is a public entity risk pool currently operating as a common risk management and insurance program for South Dakota local government entities. The Municipality pays a monthly premium to the pool to provide health insurance coverage for its employees. The pool purchases reinsurance coverage with the premiums it receives from the members.

The Municipality does not carry additional health insurance coverage to pay claims in excess of this upper limit. Settled claims resulting from these risks have not exceeded the liability coverage during the past two years.

Liability Insurance:

The Municipality joined the South Dakota Public Assurance Alliance (SDPAA), a public entity risk pool currently operating as a common risk management and insurance program for South Dakota local government entities. The objective of the SDPAA is to administer and provide risk management services and risk sharing facilities to the members and to defend and protect the members against liability, to advise members on loss control guidelines and procedures, and provide them with risk management services, loss control and risk reduction information and to obtain lower costs for that coverage. The Municipality's responsibility is to promptly report to and cooperate with the SDPAA to resolve any incident which could result in a claim being made by or against the Municipality. The Municipality pays an annual premium, to provide liability coverage detailed below, under a claims-made policy and the premiums are accrued based on the ultimate cost of the experience to date of the SDPAA member based on their exposure or type of coverage. The Municipality pays an annual premium to the pool to provide coverage for general liability, vehicle coverage, property and building coverage, errors and omissions of officials and employee coverage.

The agreement with the SDPAA provides that the above coverages will be provided to a \$1,000,000 limit. Member premiums are used by the pool for payment of claims and to pay for reinsurance for claims in excess of \$250,000 to the upper limit. A portion of the member premiums are also allocated to a cumulative reserve fund. The Municipality would be eligible to receive a refund for a percentage of the amount allocated to the cumulative reserve fund on the following basis:

End of Municipality's First Full Year	50%
End of Municipality's Second Full Year	60%
End of Municipality's Third Full Year	70%
End of Municipality's Fourth Full Year	80%
End of Municipality's Fifth Full Year	90%
End of Municipality's Sixth Full Year and Thereafter	100%

As of December 31, 2017, the Municipality has vested balance in the cumulative reserve fund of \$4,508.60.

The Municipality carries a \$500 deductible for the official's liability coverage and \$250/500 deductible for the vehicle coverage and building coverage and a \$250/500 deductible for the property and building coverage.

The Municipality does not carry additional insurance to cover claims in excess of the upper limit. Settled claims resulting from these risks have not exceeded the liability coverage during the past three years.

See Independent Auditor's Report.

NOTES TO THE FINANCIAL STATEMENTS
(Continued)

Worker's Compensation:

The Municipality joined the South Dakota Municipal League Worker's Compensation Fund (Fund), a public entity risk pool currently operating as a common risk management and insurance program for South Dakota local government entities. The objective of the fund is to formulate, develop, and administer, on behalf of the member organizations, a program of worker's compensation coverage, to obtain lower costs for that coverage, and to develop a comprehensive loss control program. The Municipality's responsibility is to initiate and maintain a safety program to give its employees safe and sanitary working conditions and to promptly report to and cooperate with the Fund to resolve any worker's compensation claims. The Municipality pays an annual premium, to provide worker's compensation coverage for its employees, under a retrospectively rated policy and the premiums are accrued based on the ultimate cost of the experience to date of the Fund members. Coverage limits are set by state statute. The pool pays the first \$650,000 of any claim per individual. The pool has reinsurance which covers up to an additional \$2,000,000 per individual per incident.

The Municipality does not carry additional insurance to cover claims in excess of the upper limit. Settled claims resulting from these risks have not exceeded the liability coverage over the past three years.

Unemployment Benefits:

The Municipality provides coverage for unemployment benefits by paying into the Unemployment Compensation Fund established by state law and managed by the State of South Dakota.

15. NOTES RECEIVABLE AND DUE FROM CROOKS HOUSING AND REDEVELOPMENT COMMISSION

The notes receivable in the Gas Fund is a loan for development of property which is scheduled to be repaid over 5 years.

The due from Crooks Housing And Redevelopment Commission is for amounts paid by the Municipality of Crooks on behalf of Crooks Housing And Redevelopment Commission for Bond payments and other expenses.

16. NONEXCHANGE FINANCIAL GUARANTEE

The Municipality of Crooks has entered into a debt service agreement with the Crooks Housing and Redevelopment Commission (a component unit of the Municipality of Crooks) pursuant to the type described in SDCL 11-7A-2. The agreement is to provide a partial back-up and guarantee to allow the HRC to issue a maximum of \$1,800,000.00 in revenue bonds to finance a housing development project. The balance of the bonds at December 31, 2017 is \$1,668,297.56. This guarantee shall extend to the final payment of the bonds which is June 14, 2031.

The HRC agrees to repay amounts to the Municipality. These repayments shall not be paid out of HRC revenues that are required to be used or reserved for the payment of the bond, but otherwise the HRC promised to use any and all funds available to it.

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF CROOKS
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
GENERAL FUND
For the Year Ended December 31, 2017

	Budgeted Amounts		Actual Amounts	Variance with
	Original	Final	(Budgetary Basis)	Final Budget -
				Positive (Negative)
Revenues:				
Taxes:				
General Property Taxes	217,603.00	217,603.00	218,385.15	782.15
General Sales and Use Taxes	125,000.00	125,000.00	184,005.76	59,005.76
Amusement Taxes	60.00	60.00	96.00	36.00
Penalties & Interest on Delinquent Taxes	0.00	0.00	290.60	290.60
Licenses and Permits	11,775.00	11,775.00	18,208.47	6,433.47
Intergovernmental Revenue:				
State Grants	77,783.00	77,783.00	85,026.00	7,243.00
State Shared Revenue:				
Bank Franchise Tax	7,400.00	7,400.00	6,536.27	(863.73)
Prorate License Fees	650.00	650.00	747.17	97.17
Liquor Tax Reversion	6,000.00	6,000.00	7,878.23	1,878.23
Motor Vehicle Licenses	6,600.00	6,600.00	7,517.77	917.77
Local Government Highway and Bridge Fund	10,610.00	10,610.00	9,401.94	(1,208.06)
County Shared Revenue:				
County Wheel Tax	1,250.00	1,250.00	1,425.87	175.87
Charges for Goods and Services:				
General Government	100.00	100.00	200.00	100.00
Public Safety	0.00	0.00	120.00	120.00
Highways and Streets	0.00	0.00	1,175.95	1,175.95
Fines and Forfeits:				
Court Fines and Costs	1,000.00	1,000.00	605.00	(395.00)
Miscellaneous Revenue:				
Investment Earnings	300.24	300.24	494.87	194.63
Rentals	19,000.00	19,000.00	21,280.00	2,280.00
Maintenance Assessments	31,005.00	31,005.00	31,037.48	32.48
Other	10,800.00	10,800.00	12,006.89	1,206.89
Total Revenue	526,936.24	526,936.24	606,439.42	79,503.18
Expenditures:				
General Government:				
Legislative	14,500.00	14,500.00	13,881.86	618.14
Contingency	46,085.00	46,085.00		
Amount Transferred		(41,475.00)		4,610.00
Executive	12,291.00	22,291.00	20,407.60	1,883.40
Elections	1,220.00	1,220.00	320.77	899.23
Financial Administration	36,539.69	50,324.69	37,334.07	12,990.62
Other	35,998.29	43,998.29	41,563.87	2,434.42
Total General Government	146,633.98	136,943.98	113,508.17	23,435.81

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF CROOKS
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
GENERAL FUND
For the Year Ended December 31, 2017

	Budgeted Amounts		Actual Amounts	Variance with
	Original	Final	(Budgetary Basis)	Final Budget - Positive (Negative)
Expenditures (Cont.):				
Public Safety:				
Police	43,082.00	43,082.00	43,082.00	0.00
Fire	22,000.00	42,000.00	30,000.00	12,000.00
Protective Inspection	9,273.56	36,963.56	24,049.74	12,913.82
Total Public Safety	74,355.56	122,045.56	97,131.74	24,913.82
Public Works:				
Highways and Streets	430,486.80	608,036.80	330,106.17	277,930.63
Total Public Works	430,486.80	608,036.80	330,106.17	277,930.63
Health and Welfare:				
Health	16,780.00	18,323.00	11,721.36	6,601.64
Total Health and Welfare	16,780.00	18,323.00	11,721.36	6,601.64
Culture and Recreation:				
Parks	196,466.52	207,239.68	203,790.66	3,449.02
Total Culture and Recreation	196,466.52	207,239.68	203,790.66	3,449.02
Conservation and Development:				
Economic Development and Assistance (Industrial Development)	173,862.04	173,862.04	12,908.61	160,953.43
Total Conservation and Development	173,862.04	173,862.04	12,908.61	160,953.43
Debt Service	13,000.00	13,000.00	59,518.79	(46,518.79)
Total Expenditures	1,051,584.90	1,279,451.06	828,685.50	450,765.56
Excess of Revenue Over (Under) Expenditures	(524,648.66)	(752,514.82)	(222,246.08)	530,268.74
Other Financing Sources (Uses):				
Transfers In	340,320.00	340,320.00	50,000.00	(290,320.00)
Sale of Municipal Property	0.00	0.00	101.70	101.70
Compensation for Loss or Damage to Capital Assets	0.00	0.00	1,773.16	1,773.16
Long-Term Debt Issued	0.00	170,000.00	170,000.00	0.00
Total Other Financing Sources (Uses)	340,320.00	510,320.00	221,874.86	(288,445.14)
Net Change in Fund Balances	(184,328.66)	(242,194.82)	(371.22)	241,823.60
Fund Balance - Beginning	352,691.99	352,691.99	352,691.99	0.00
FUND BALANCE - ENDING	168,363.33	110,497.17	352,320.77	241,823.60

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF CROOKS
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
ENTERTAINMENT TAX FUND
For the Year Ended December 31, 2017

	Budgeted Amounts		Actual Amounts	Variance with
	Original	Final	(Budgetary Basis)	Final Budget -
				Positive (Negative)
Revenues:				
Taxes:				
General Sales and Use Taxes	8,800.00	8,800.00	9,882.90	1,082.90
Total Revenue	8,800.00	8,800.00	9,882.90	1,082.90
Expenditures:				
Conservation and Development:				
Economic Development and				
Assistance (Industrial Development)	8,800.00	8,800.00	8,800.00	0.00
Total Conservation and Development	8,800.00	8,800.00	8,800.00	0.00
Total Expenditures	8,800.00	8,800.00	8,800.00	0.00
Net Change in Fund Balances	0.00	0.00	1,082.90	1,082.90
Fund Balance - Beginning	7,334.07	7,334.07	7,334.07	0.00
FUND BALANCE - ENDING	7,334.07	7,334.07	8,416.97	1,082.90

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF CROOKS
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
SPECIAL PARK GIFT FUND
For the Year Ended December 31, 2017

	Budgeted Amounts		Actual Amounts	Variance with
	Original	Final	(Budgetary Basis)	Final Budget -
				Positive (Negative)
Revenues:				
Miscellaneous Revenue:				
Other	0.00	1,000.00	1,000.00	0.00
Total Revenue	0.00	1,000.00	1,000.00	0.00
Expenditures:				
Culture and Recreation:				
Parks	0.00	9,000.00	0.00	9,000.00
Total Culture and Recreation	0.00	9,000.00	0.00	9,000.00
Total Expenditures	0.00	9,000.00	0.00	9,000.00
Net Change in Fund Balances	0.00	(8,000.00)	1,000.00	9,000.00
Fund Balance - Beginning	8,000.00	8,000.00	8,000.00	0.00
FUND BALANCE - ENDING	8,000.00	0.00	9,000.00	9,000.00

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION

Schedules of Budgetary Comparisons for the General Fund
and for each major Special Revenue Fund with a legally required budget.

NOTE 1. Budgets and Budgetary Accounting

The Municipality followed these procedures in establishing the budgetary data reflected in the financial statements:

1. At the first regular board meeting in September of each year or within ten days thereafter, the Governing Board introduces the annual appropriation ordinance for the ensuing fiscal year.
2. After adoption by the Governing Board, the operating budget is legally binding and actual expenditures for each purpose cannot exceed the amounts budgeted, except as indicated in number 4.
3. A line item for contingencies may be included in the annual budget. Such a line item may not exceed 5 percent of the total municipal budget and may be transferred by resolution of the Governing Board to any other budget category that is deemed insufficient during the year.
4. If it is determined during the year that sufficient amounts have not been budgeted, state statute allows the adoption of supplemental budgets.
5. Unexpected appropriations lapse at year end unless encumbered by resolution of the Governing Board.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General Fund and special revenue funds.

The Municipality did not encumber any amounts at December 31, 2017.

6. Formal budgetary integration is employed as a management control device during the year for the General Fund and special revenue funds.
7. Budgets for the General Fund and special revenue funds are adopted on a basis consistent with the accounting principles generally accepted in the United States (USGAAP).

NOTE 2. GAAP/Budgetary Accounting Basis Differences

The financial statements prepared in conformity with USGAAP present capital outlay expenditure information in a separate category of expenditures. Under the budgetary basis of accounting, capital outlay expenditures are reported within the function to which they relate. For example, the purchase of a new fire truck would be reported as a capital outlay expenditure on the Governmental Funds Statement of Revenue, Expenditures and Changes in Fund Balances, however, in the Budgetary RSI Schedule, the purchase of a fire truck would be reported as an expenditure of the Public Safety/Fire Department function of government, along with all other current Fire Department related expenditures.

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF THE MUNICIPALITY CONTRIBUTIONS

South Dakota Retirement System

Last Three Years

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 8,869	\$ 8,370	\$ 5,696
Contributions in relation to the contractually required contribution	<u>\$ 8,869</u>	<u>\$ 8,370</u>	<u>\$ 5,696</u>
Contribution deficiency (excess)	\$ -	\$ -	\$ -
Municipality's covered-employee payroll	\$ 147,830	\$ 139,799	\$ 96,858
Contributions as a percentage of covered-employee payroll	6.00%	5.99%	5.88%

REQUIRED SUPPLEMENTARY INFORMATIONSCHEDULE OF THE MUNICIPALITY'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY (ASSET)

South Dakota Retirement System

Last Three Years

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Municipality's proportion of the net pension liability/asset	0.0075582%	0.0063572%	0.0052454%
Municipality's proportionate share of net pension liability (asset)	\$ (686)	\$ 21,474	\$ (22,247)
Municipality's covered-employee payroll	\$ 152,297	\$ 118,631	\$ 95,765
Municipality's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	0.45%	18.10%	23.23%
Plan fiduciary net position as a percentage of the total pension liability (asset)	100.1%	96.89%	104.1%

The amounts presented were determined as of the measurement date of the collective net pension liability (asset) which is 06/30 of the previous fiscal year.