

# Annual Financial Report

City of Spring Grove  
Spring Grove, Minnesota

For the Year Ended  
December 31, 2019

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Annual Financial Report  
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INTRODUCTORY SECTION  
CITY OF SPRING GROVE  
SPRING GROVE, MINNESOTA

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FINANCIAL SECTION  
CITY OF SPRING GROVE  
SPRING GROVE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

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## INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Council  
City of Spring Grove, Minnesota

### Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Spring Grove, Minnesota (the City), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free 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 City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of December 31, 2019, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the General fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

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## Other Matters

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis starting on page 17 and the Schedule of Employer's Share of the Net Pension Liability, the Schedule of Employer's Contributions, the related note disclosures, the Schedule of Changes in Net Pension Liability (Asset) and Related Ratios, starting on page 76 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.

### **Other Information**

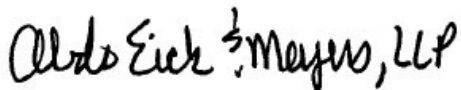
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section and combining and individual fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated on March 27, 2020, our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



ABDO, EICK & MEYERS, LLP  
Mankato, Minnesota  
March 27, 2020

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## Management's Discussion and Analysis

As management of the City of Spring Grove, Minnesota, (the City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2019.

### Financial Highlights

- The assets of the City exceeded its liabilities at the close of the most recent fiscal year by \$9,529,335 (*net position*). Of this amount, \$2,284,286 (*unrestricted net position*) may be used to meet the City's ongoing obligations to citizens and creditors.
- The City's total net position increased \$781,012, as compared to an increase of \$421,865 in the previous year. The majority of this increase is attributable an increase in capital grants for the Governmental activities.
- As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$1,778,251, a decrease of \$242,875 in comparison with the prior year. Approximately 25.6 percent of this total amount, \$456,004, is available for spending at the City's discretion although nearly half of this balance has been assigned for specific purposes. The remainder of fund balance is restricted to indicate that it is not available for new spending because it has already been restricted for economic development of \$240,018, for debt service of \$490,238 and for law enforcement of \$3,399. Committed fund balances in the City include amounts for economic development of \$230,270, for community building operations of \$305, for Cable TV operations of \$14,251 and for library operations of \$324,796. Additionally, amounts are reported as nonspendable as they are not available for spending as follows: prepaid items - \$18,970.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplemental information in addition to the basic financial statements themselves.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of combining and individual fund financial statements and schedules that further explains and supports the information in the financial statements. Figure 1 shows how the required parts of this annual report are arranged and relate to one another. In addition to these required elements, we have included a section with combining and individual fund financial statements and schedules that provide details about nonmajor governmental funds, which are added together and presented in single columns in the basic financial statements.

**Figure 1  
Required Components of the  
City's Annual Financial Report**

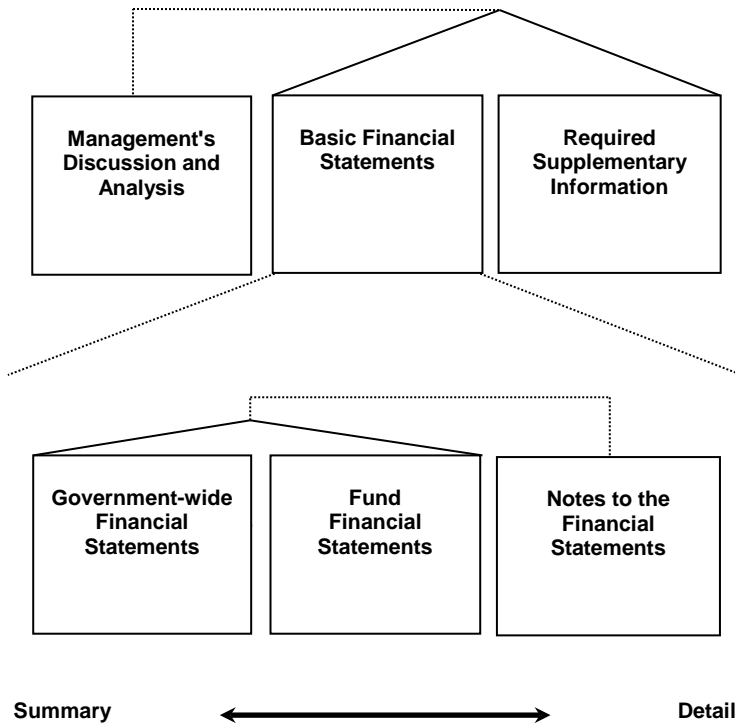


Figure 2 summarizes the major features of the City’s financial statements, including the portion of the City government they cover and the types of information they contain. The remainder of this overview section of management’s discussion and analysis explains the structure and contents of each of the statements.

**Figure 2**  
**Major Features of the Government-wide and Fund Financial Statements**

	Fund Financial Statements		
	Government-wide Statements	Governmental Funds	Proprietary Funds
Scope	Entire City government (except fiduciary funds) and the City’s component units	The activities of the City that are not proprietary or fiduciary, such as police, fire and parks	Activities the City operates similar to private businesses, such as the water and sewer system
Required financial statements	<ul style="list-style-type: none"> <li>• Statement of Net Position</li> <li>• Statement of Activities</li> </ul>	<ul style="list-style-type: none"> <li>• Balance Sheet</li> <li>• Statement of Revenues, Expenditures, and Changes in Fund Balances</li> </ul>	<ul style="list-style-type: none"> <li>• Statement of Net Position</li> <li>• Statement of Revenues, Expenses and Changes in Net Position</li> <li>• Statement of Cash Flows</li> </ul>
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both financial and capital, and short-term and long-term
Type of deferred outflows/inflows of resources information	All deferred outflows/inflows of resources, regardless of when cash is received or paid.	Only deferred outflows of resources expected to be used up and deferred inflows of resources that come due during the year or soon thereafter; no capital assets included	All deferred outflows/inflows of resources, regardless of when cash is received or paid
Type of inflow/outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid

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

The *statement of net position* presents information on all of the City’s assets and liabilities, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information showing how the City’s net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenue (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government, public safety, public works, culture and recreation, economic development, miscellaneous and interest and other costs on long-term debt. The business-type activities of the City include water utility, sewer utility, electric utility and municipal liquor store.

The government-wide financial statements can be found starting on page 31 of this report.

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other State and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact by the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City maintains 24 individual governmental funds, five of which are Debt Service funds, which are reported as one fund for financial reporting purposes. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General fund, the Little Gnome, Inc. Tax Increment District 1-3, the Spring Grove Soda Tax Increment District 1-4 and the Debt Service funds, all of which are considered to be major funds. Data from the other nonmajor governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *statements or schedules* elsewhere in this report.

The City adopts an annual appropriated budget for its General fund. Budgetary comparison statements have been provided for the General fund to demonstrate compliance with the budget.

The basic governmental fund financial statements can be found starting on page 36 of this report.

**Proprietary funds.** The City maintains one type of proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City uses enterprise funds to account for its water utility, sewer utility, electric utility and municipal liquor store operations.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for each of the enterprise funds which are considered to be major funds of the City.

The basic proprietary fund financial statements can be found starting on page 41 of this report.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found starting on page 45 of this report.

**Required supplementary information.** The required supplementary information can be found starting on page 76 of this report.

**Other information.** The combining statements referred to earlier in connection with nonmajor governmental funds are presented following the notes to financial statements. Combining and individual fund financial statements and schedules can be found starting on page 82 of this report.

## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets exceeded liabilities by \$9,529,335 at the close of the most recent fiscal year.

A large portion of the City's net position (73.4 percent) reflects its investment in capital assets (e.g., land, buildings, machinery and equipment); less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

### City of Spring Grove's Summary of Net Position

	Governmental Activities			Business-type Activities		
	2019	2018	Increase (Decrease)	2019	2018	Increase (Decrease)
Current and Other Assets	\$ 2,091,123	\$ 2,255,647	\$ (164,524)	\$ 2,384,495	\$ 2,746,617	\$ (362,122)
Capital assets	4,908,245	3,975,591	932,654	4,260,303	4,115,748	144,555
Total Assets	<u>6,999,368</u>	<u>6,231,238</u>	<u>768,130</u>	<u>6,644,798</u>	<u>6,862,365</u>	<u>(217,567)</u>
Deferred Outflows of Resources						
Deferred pension resources	<u>175,397</u>	<u>215,289</u>	<u>(39,892)</u>	<u>19,936</u>	<u>36,182</u>	<u>(16,246)</u>
Long-term Liabilities						
Outstanding	1,906,290	2,068,156	(161,866)	1,843,084	1,962,076	(118,992)
Other liabilities	<u>116,407</u>	<u>62,913</u>	<u>53,494</u>	<u>157,733</u>	<u>163,157</u>	<u>(5,424)</u>
Total Liabilities	<u>2,022,697</u>	<u>2,131,069</u>	<u>(108,372)</u>	<u>2,000,817</u>	<u>2,125,233</u>	<u>(124,416)</u>
Deferred Inflows of Resources						
Deferred pension resources	<u>255,668</u>	<u>297,106</u>	<u>(41,438)</u>	<u>30,982</u>	<u>43,343</u>	<u>(12,361)</u>
Net Position						
Net investment in capital assets	4,358,245	3,395,591	962,654	2,643,387	2,373,539	269,848
Restricted	243,417	153,020	90,397	-	-	-
Unrestricted	<u>294,738</u>	<u>469,741</u>	<u>(175,003)</u>	<u>1,989,548</u>	<u>2,356,432</u>	<u>(366,884)</u>
Total Net Position	<u>\$ 4,896,400</u>	<u>\$ 4,018,352</u>	<u>\$ 878,048</u>	<u>\$ 4,632,935</u>	<u>\$ 4,729,971</u>	<u>\$ (97,036)</u>

An additional portion of the City's net position (2.6 percent) represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* (24.0 percent) may be used to meet the City's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the City is able to report positive balances in all categories of net position for governmental and business-type activities.

**Governmental activities.** Governmental activities increased the City's net position by \$878,048, thereby accounting for the total growth in the net position of the City. Key elements of this increase are as follows:

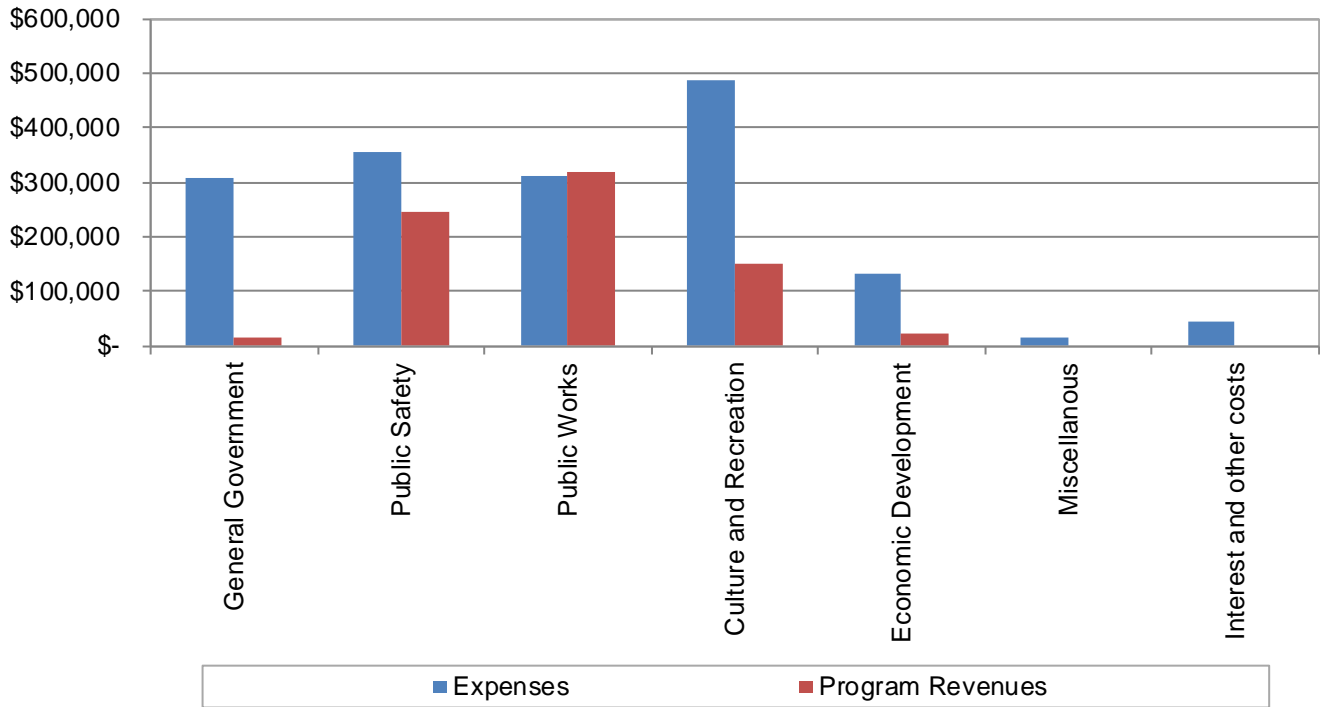
### City of Spring Grove's Changes in Net Position

	Governmental Activities			Business-type Activities		
	2019	2018	Increase (Decrease)	2019	2018	Increase (Decrease)
<b>Revenues</b>						
<b>Program revenues</b>						
Charges for services	\$ 276,201	\$ 167,222	\$ 108,979	\$ 2,636,752	\$ 2,594,795	\$ 41,957
Operating grants and contributions	70,676	81,591	(10,915)	-	-	-
Capital grants and contributions	405,797	45,811	359,986	-	20,659	(20,659)
<b>General revenues</b>						
Property taxes/tax increments	665,272	643,103	22,169	-	-	-
Other taxes	11,877	10,889	988	-	-	-
Grants and contributions not restricted to specific programs	452,224	453,684	(1,460)	-	-	-
Unrestricted investment earnings	25,496	11,503	13,993	37,812	17,170	20,642
Miscellaneous	35,388	71,196	(35,808)	-	22,767	(22,767)
<b>Total Revenues</b>	<b>1,942,931</b>	<b>1,484,999</b>	<b>457,932</b>	<b>2,674,564</b>	<b>2,655,391</b>	<b>19,173</b>
<b>Expenses</b>						
General government	309,704	271,816	37,888	-	-	-
Public safety	355,285	301,306	53,979	-	-	-
Public works	311,097	352,956	(41,859)	-	-	-
Culture and recreation	486,219	412,265	73,954	-	-	-
Economic development	131,461	115,156	16,305	-	-	-
Miscellaneous	14,231	78,172	(63,941)	-	-	-
Interest and other costs	45,944	50,686	(4,742)	-	-	-
Water utility	-	-	-	225,483	209,096	16,387
Sewer utility	-	-	-	249,737	220,797	28,940
Electric utility	-	-	-	1,280,821	1,289,062	(8,241)
Municipal liquor store	-	-	-	426,501	417,213	9,288
<b>Total Expenses</b>	<b>1,653,941</b>	<b>1,582,357</b>	<b>71,584</b>	<b>2,182,542</b>	<b>2,136,168</b>	<b>46,374</b>
<b>Change in Net Position</b>						
before transfers	288,990	(97,358)	386,348	492,022	519,223	(27,201)
Transfers	589,058	(28,712)	617,770	(589,058)	28,712	(617,770)
Contribution of capital assets	-	241,474	(241,474)	-	(241,474)	241,474
<b>Change in Net Position</b>	<b>878,048</b>	<b>115,404</b>	<b>762,644</b>	<b>(97,036)</b>	<b>306,461</b>	<b>(403,497)</b>
<b>Net Position - January 1</b>	<b>4,018,352</b>	<b>3,902,948</b>	<b>115,404</b>	<b>4,729,971</b>	<b>4,423,510</b>	<b>306,461</b>
<b>Net Position - December 31</b>	<b>\$ 4,896,400</b>	<b>\$ 4,018,352</b>	<b>\$ 878,048</b>	<b>\$ 4,632,935</b>	<b>\$ 4,729,971</b>	<b>\$ (97,036)</b>

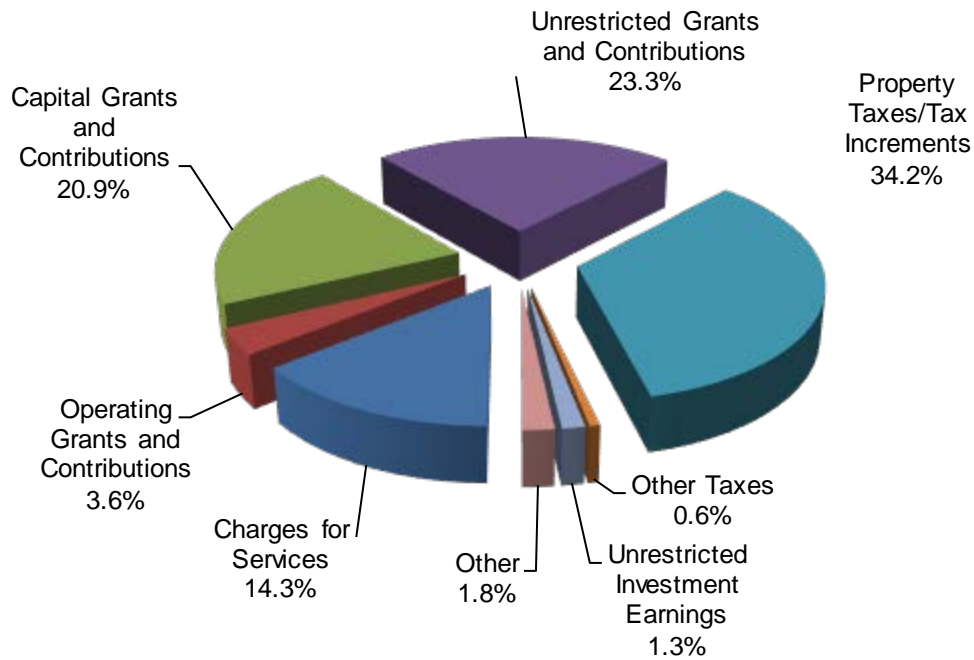
Property tax levies increased 2.95 percent, an increase of \$18,000 in the current year.

The following graph depicts various governmental activities and shows the revenue and expenses directly related to those activities.

### Expenses and Program Revenues - Governmental Activities



### Revenues by Source - Governmental Activities

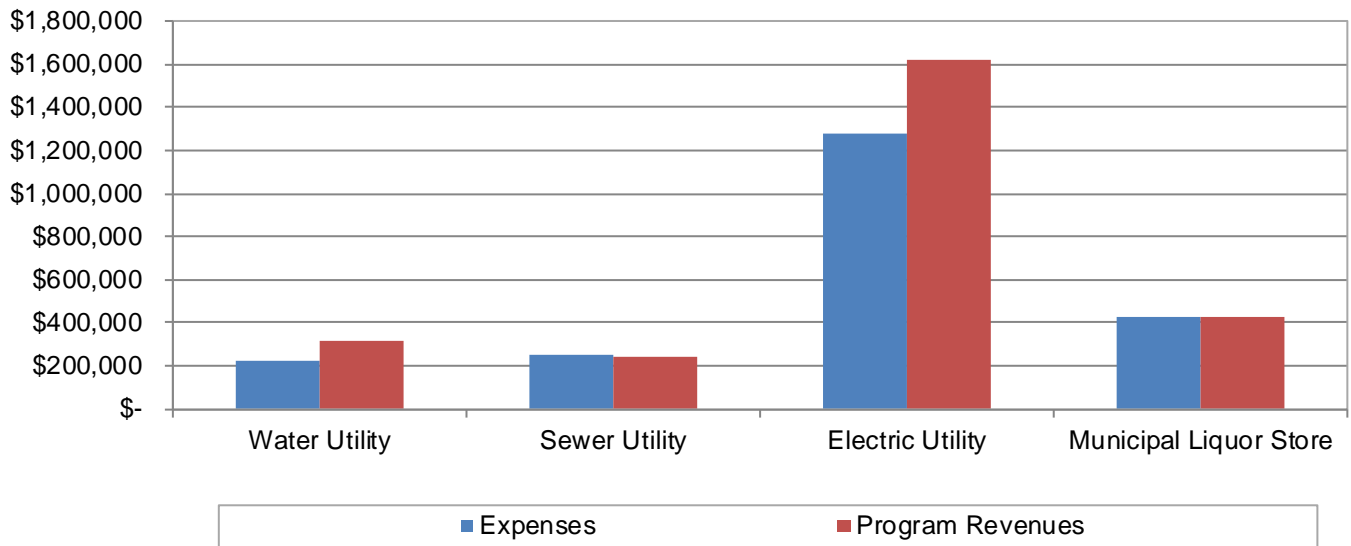


For the most part, increases in expenses closely paralleled inflation and growth in the demand for services.

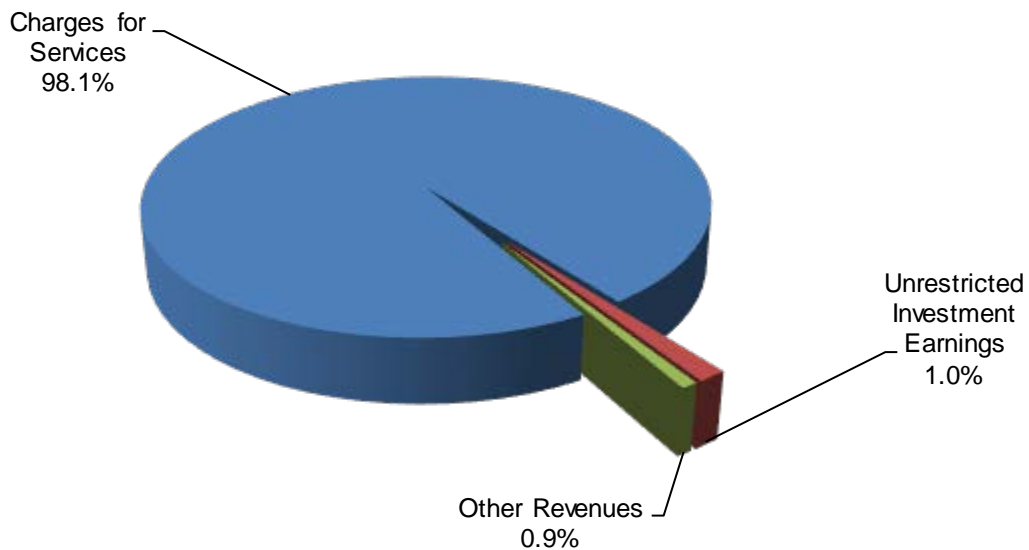
**Business-type activities.** Business-type activities decreased the City's net position by \$97,036. Key elements of this decrease are as follows:

- The Water Utility and Electric Utility funds were the strongest activities during 2019 resulting in operating income of \$138,001 and \$342,535, respectively.
- The Sewer Utility and Municipal Liquor Store funds both had operating income for the year of \$15,192 and \$341, respectively.
- The Utility funds made scheduled transfers of \$589,058 causing an overall decrease in net position in 2019.

**Expenses and Program Revenues - Business-type Activities**



**Revenues by Source - Business-type Activities**





## Financial Analysis of the City's Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows and balances of *spendable* resources. Such information is useful in assessing the City's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

*General Fund* - The General fund is the chief operating fund of the City. At the end of the current year, the fund balance of the General fund was \$462,240, most of which was unassigned, but designed to assure that the City has adequate funding available for at least six months of General fund expenditures and for capital expenditures as detailed on the City's capital improvement plan. As a measure of the General fund's liquidity, it may be useful to compare total fund balance to total fund expenditures. Total fund balance represents 23.4 percent of fund expenditures.

The fund balance of the City's General fund decreased by \$154,811 during the current fiscal year. The key factors in this decrease were:

- Current expenditures for public works was over budget by \$58,906, mainly attributable to unbudgeted recycling services in the amount of \$48,926.
- Current expenditures for the swimming pool was over budget by \$44,871 mainly attributable to repairs related to a water leak.
- Capital outlay was over budget by \$535,220. The majority of this was due to public works and public safety being over budget by \$417,315 and \$94,960, respectively.
- Transfers out exceeded budget amounts by \$286,683 due to various approvals via Council Resolutions.

*The Little Gnome, Inc. Tax Increment District 1-3* - The Little Gnome, Inc. Tax Increment District 1-3 has a total fund balance deficit of \$156,133. The net increase in fund balance during the current year is \$818.

*Spring Grove Soda Tax Increment District 1-4* - The Spring Grove Soda Tax Increment District 1-4 has a total fund balance deficit of \$185,131. The net change in fund balance during the current year is \$0.

*Debt Service fund* - The Debt Service fund has a total fund balance of \$490,323, which is restricted for the payment of debt service. The net increase in fund balance during the current year in the Debt Service fund was \$24,755. This increase was mainly due to property tax revenue, assessment revenue, and transfers in exceeding scheduled principal and interest payments.

**Proprietary funds.** The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the enterprise funds at the end of the year amounted to \$1,989,548. The total decrease in net position for the funds was \$97,036. Other factors concerning the finances of these funds have already been addressed in the discussion of the City's business-type activities.

## General Fund Budgetary Highlights

The City's General fund budget was not amended during the year. The budget called for an increase in fund balance of \$157,907. Revenues exceeded expectations by \$365,701 and expenditures were over budget by \$543,970 in 2019. Additionally, transfers in exceeded budget by \$152,234 and transfers out exceeded budget by \$286,683.

## Capital Asset and Debt Administration

**Capital assets.** The City's investment in capital assets for its governmental and business type activities as of December 31, 2019 amounts to \$9,168,548 (net of accumulated depreciation). This investment in capital assets includes land, structures, improvements, machinery and equipment, park facilities, roads, highways and bridges. The total increase in the City's investment in capital assets for the current fiscal year was 13.3 percent (a 23.5 percent increase for governmental activities and a 3.5 percent increase for business-type activities).

Major capital asset events during the current fiscal year included the following:

- Storm water improvement project was completed totaling \$225,429.
- Purchase of a John Deer Wheel loader totaling \$136,609.
- Purchase of air pack system for the fire department totaling \$115,419.
- Trollskogen Park project was completed totaling \$85,508.
- Construction in progress related to the 2019 Street Project totaled \$870,067.
- Construction in progress related to the water tower project totaled \$45,267.

Additional information on the City's capital assets can be found in Note 3C starting on page 55 of this report.

### City of Spring Grove's Capital Assets (net of depreciation)

	Governmental Activities			Business-type Activities		
	2019	2018	Increase (Decrease)	2019	2018	Increase (Decrease)
Land	\$ 252,954	\$ 172,500	\$ 80,454	\$ 61,730	\$ 41,614	\$ 20,116
Construction in Progress	619,717	171,703	448,014	295,617	26,130	269,487
Land Improvements	119,868	37,117	82,751	-	-	-
Buildings and Improvements	1,439,726	1,504,228	(64,502)	359,585	372,858	(13,273)
Systems and Infrastructure	1,837,107	1,672,268	164,839	3,208,368	3,307,109	(98,741)
Equipment and Machinery	638,873	417,775	221,098	335,003	368,037	(33,034)
<b>Total</b>	<b>\$ 4,908,245</b>	<b>\$ 3,975,591</b>	<b>\$ 932,654</b>	<b>\$ 4,260,303</b>	<b>\$ 4,115,748</b>	<b>\$ 144,555</b>

**Long-term debt.** At the end of the current fiscal year, the City had total bonded debt outstanding of \$3,113,000 which consisted of G.O. revenue bonds and revenue bonds. While all of the City's bonds have revenue streams, they are all backed by the full faith and credit of the City.

### City of Spring Grove's Outstanding Debt

	Governmental Activities			Business-type Activities		
	2019	2018	Increase (Decrease)	2019	2018	Increase (Decrease)
General Obligation Bonds	\$ 755,000	\$ 855,000	\$ (100,000)	\$ -	\$ -	\$ -
General Obligation Tax Increment Bonds	218,000	271,000	(53,000)	-	-	-
General Obligation Improvement Bonds	550,000	580,000	(30,000)	-	-	-
General Obligation Revenue Bonds	-	-	-	1,590,000	1,705,000	(115,000)
Notes Payable	-	-	-	26,916	37,209	(10,293)
<b>Total</b>	<b><u>\$ 1,523,000</u></b>	<b><u>\$ 1,706,000</u></b>	<b><u>\$ (183,000)</u></b>	<b><u>\$ 1,616,916</u></b>	<b><u>\$ 1,742,209</u></b>	<b><u>\$ (125,293)</u></b>

The City's total debt decreased by \$308,293, or 8.9 percent during the current fiscal year due to the retirement of debt.

Minnesota statutes limit the amount of net general obligation debt a City may issue to 3 percent of the market value of taxable property within the City. The current debt limitation for the City is \$1,615,158. This limitation is increased by the City's debt restrictions. The City currently has no general obligation debt subject to this limit.

Additional information on the City's long-term debt can be found in Note 3E starting on page 58 of this report.

#### Economic Factors and Next Year's Budgets and Rates

- The unemployment rate for Houston County is currently 3.4 percent, which is lower than the rate of 5.0 percent a year ago. This compares favorably to the State's average unemployment rate of 3.5 percent and is the same as the national average.
- Property valuations within the City remain strong and growing.
- Inflationary trends in the region compare favorably to national indices.

All of these factors were considered in preparing the City's budget for the 2020 fiscal year.

#### Requests for Information

This financial report is designed to provide a general overview of the City's finances for all those with an interest in the City's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City Clerk/Treasurer, City of Spring Grove, 118 1<sup>st</sup> Avenue NW, Spring Grove, Minnesota 55974.

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

CITY OF SPRING GROVE  
SPRING GROVE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

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City of Spring Grove, Minnesota  
Statement of Net Position  
December 31, 2019

	Governmental Activities	Business-type Activities	Total
<b>Assets</b>			
Cash and temporary investments	\$ 1,982,877	\$ 1,809,009	\$ 3,791,886
Receivables			
Delinquent taxes	16,232	-	16,232
Accounts	10,715	195,417	206,132
Loans, net of allowance	143,349	-	143,349
Special assessments	80,573	-	80,573
Intergovernmental	63,206	-	63,206
Internal balances	(342,082)	342,082	-
Inventories	-	36,598	36,598
Prepaid items	18,970	1,389	20,359
Net pension asset	117,283	-	117,283
Capital assets			
Nondepreciable	872,671	357,347	1,230,018
Depreciable, net of accumulated depreciation	4,035,574	3,902,956	7,938,530
Total Assets	<u>6,999,368</u>	<u>6,644,798</u>	<u>13,644,166</u>
<b>Deferred Outflows of Resources</b>			
Deferred pension resources	<u>175,397</u>	<u>19,936</u>	<u>195,333</u>
<b>Liabilities</b>			
Accounts payable	82,518	119,877	202,395
Due to other governments	5,190	9,521	14,711
Accrued interest payable	17,623	22,252	39,875
Accrued salaries payable	10,376	6,083	16,459
Unearned revenue	700	-	700
Noncurrent liabilities			
Due within one year	217,990	120,246	338,236
Net pension liability	329,197	173,448	502,645
Due in more than one year	1,359,103	1,549,390	2,908,493
Total Liabilities	<u>2,022,697</u>	<u>2,000,817</u>	<u>4,023,514</u>
<b>Deferred Inflows of Resources</b>			
Deferred pension resources	<u>255,668</u>	<u>30,982</u>	<u>286,650</u>
<b>Net Position</b>			
Net investment in capital assets	4,358,245	2,643,387	7,001,632
Restricted			
Economic development loans	240,018	-	240,018
Law enforcement	3,399	-	3,399
Unrestricted	<u>294,738</u>	<u>1,989,548</u>	<u>2,284,286</u>
Total Net Position	<u>\$ 4,896,400</u>	<u>\$ 4,632,935</u>	<u>\$ 9,529,335</u>

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

City of Spring Grove, Minnesota  
Statement of Activities  
For the Year Ended December 31, 2019

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
<b>Governmental Activities</b>				
General government	\$ 309,704	\$ 13,126	\$ 2,000	\$ -
Public safety	355,285	48,908	5,816	189,559
Public works	311,097	114,236	-	205,410
Culture and recreation	486,219	84,331	54,260	10,828
Economic development	131,461	15,600	8,600	-
Miscellaneous	14,231	-	-	-
Interest and other costs	45,944	-	-	-
<b>Total Governmental Activities</b>	<u>1,653,941</u>	<u>276,201</u>	<u>70,676</u>	<u>405,797</u>
<b>Business-type Activities</b>				
Water utility	225,483	321,274	-	-
Sewer utility	249,737	245,912	-	-
Electric utility	1,280,821	1,638,308	-	-
Municipal liquor store	426,501	431,258	-	-
<b>Total Business-type Activities</b>	<u>2,182,542</u>	<u>2,636,752</u>	<u>-</u>	<u>-</u>
<b>Total</b>	<u>\$ 3,836,483</u>	<u>\$ 2,912,953</u>	<u>\$ 70,676</u>	<u>\$ 405,797</u>

General Revenues

- Property taxes, levied for general purposes
- Property taxes, levied for debt service
- Tax increments
- Franchise tax
- Grants and contributions not restricted to specific programs
- Unrestricted investment earnings
- Other revenues
- Gain on sale of capital assets

Transfers

Total General Revenues and Transfers

Change in Net Position

Net Position - January 1

Net Position, December 31

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



Net (Expense) Revenue and  
Changes in Net Position

Governmental Activities	Business-type Activities	Total
\$ (294,578)		\$ (294,578)
(111,002)		(111,002)
8,549		8,549
(336,800)		(336,800)
(107,261)		(107,261)
(14,231)		(14,231)
(45,944)		(45,944)
<u>(901,267)</u>		<u>(901,267)</u>
-	\$ 95,791	95,791
-	(3,825)	(3,825)
-	357,487	357,487
-	4,757	4,757
<u>-</u>	<u>454,210</u>	<u>454,210</u>
<u>(901,267)</u>	<u>454,210</u>	<u>(447,057)</u>
496,697	-	496,697
123,924	-	123,924
44,651	-	44,651
11,877	-	11,877
452,224	-	452,224
25,496	37,812	63,308
10,161	-	10,161
25,227	-	25,227
589,058	(589,058)	-
<u>1,779,315</u>	<u>(551,246)</u>	<u>1,228,069</u>
878,048	(97,036)	781,012
<u>4,018,352</u>	<u>4,729,971</u>	<u>8,748,323</u>
<u>\$ 4,896,400</u>	<u>\$ 4,632,935</u>	<u>\$ 9,529,335</u>

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

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FUND FINANCIAL STATEMENTS

CITY OF SPRING GROVE  
SPRING GROVE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

City of Spring Grove, Minnesota

Balance Sheet  
Governmental Funds  
December 31, 2019

	General	Debt Service	The Little Gnome, Inc. Tax Increment District 1-3	Spring Grove Soda Tax Increment District 1-4	Other Governmental Funds	Totals
<b>Assets</b>						
Cash and temporary investments	\$ 467,907	\$ 514,565	\$ 818	\$ -	\$ 999,587	\$ 1,982,877
Receivables						
Delinquent taxes	12,590	3,487	-	-	155	16,232
Accounts	7,814	-	-	-	2,901	10,715
Loans, net of allowance	-	-	-	-	143,349	143,349
Special assessments	-	80,573	-	-	-	80,573
Intergovernmental	50,534	12,672	-	-	-	63,206
Advances to other funds	-	-	-	-	36,999	36,999
Prepaid items	18,727	85	-	-	158	18,970
<b>Total Assets</b>	<b>\$ 557,572</b>	<b>\$ 611,382</b>	<b>\$ 818</b>	<b>\$ -</b>	<b>\$ 1,183,149</b>	<b>\$ 2,352,921</b>
<b>Liabilities</b>						
Accounts payable	\$ 68,351	\$ -	\$ -	\$ -	\$ 14,167	\$ 82,518
Due to other governments	5,113	-	-	-	77	5,190
Advances from other funds	-	36,999	156,951	185,131	-	379,081
Accrued salaries payable	9,078	-	-	-	1,298	10,376
Unearned revenue	200	-	-	-	500	700
<b>Total Liabilities</b>	<b>82,742</b>	<b>36,999</b>	<b>156,951</b>	<b>185,131</b>	<b>16,042</b>	<b>477,865</b>
<b>Deferred Inflows of Resources</b>						
Unavailable revenue						
Delinquent taxes	12,590	3,487	-	-	155	16,232
Special assessments	-	80,573	-	-	-	80,573
<b>Total Deferred Inflows of Resources</b>	<b>12,590</b>	<b>84,060</b>	<b>-</b>	<b>-</b>	<b>155</b>	<b>96,805</b>
<b>Fund Balances</b>						
Nonspendable						
Prepaid items	18,727	85	-	-	158	18,970
Restricted						
Economic development	-	-	-	-	240,018	240,018
Debt service	-	490,238	-	-	-	490,238
Law enforcement	-	-	-	-	3,399	3,399
Committed						
Economic development	-	-	-	-	230,270	230,270
Community building operations	-	-	-	-	305	305
Cable TV operations	-	-	-	-	14,251	14,251
Library operations	-	-	-	-	324,796	324,796
Assigned						
Capital purchases	-	-	-	-	353,755	353,755
Unassigned	443,513	-	(156,133)	(185,131)	-	102,249
<b>Total Fund Balances</b>	<b>462,240</b>	<b>490,323</b>	<b>(156,133)</b>	<b>(185,131)</b>	<b>1,166,952</b>	<b>1,778,251</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b>\$ 557,572</b>	<b>\$ 611,382</b>	<b>\$ 818</b>	<b>\$ -</b>	<b>\$ 1,183,149</b>	<b>\$ 2,352,921</b>

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

City of Spring Grove, Minnesota  
 Reconciliation of the Balance Sheet  
 to the Statement of Net Position  
 Governmental Funds  
 December 31, 2019

Amounts reported for governmental activities in the statement  
 of net position are different because

Total Fund Balances - Governmental Funds	\$ 1,778,251
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in the funds.	4,908,245
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds.	
Long-term liabilities at year-end consist of	
Compensated absences payable	(54,093)
Pension liability	(211,914)
Bonds payable	(1,523,000)
Long-term assets are not available to pay current-period expenditures and therefore are unavailable in the funds.	
Delinquent property taxes receivable	16,232
Special assessments receivable	80,573
Governmental funds do not report long-term amounts related to pensions.	
Deferred outflows of pension resources	175,397
Deferred inflows of pension resources	(255,668)
Governmental funds do not report a liability for accrued interest until due and payable.	<u>(17,623)</u>
Total Net Position - Governmental Activities	<u><u>\$ 4,896,400</u></u>

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

City of Spring Grove, Minnesota  
Statement of Revenues, Expenditures and Changes in Fund Balances  
Governmental Funds  
For the Year Ended December 31, 2019

	General	Debt Service	The Little Gnome, Inc. Tax Increment District 1-3	Spring Grove Soda Tax Increment District 1-4	Other Governmental Funds	Totals
<b>Revenues</b>						
Taxes	\$ 469,353	\$ 158,163	\$ 10,220	\$ -	\$ 36,027	\$ 673,763
Special assessments	-	15,107	-	-	-	15,107
Licenses and permits	7,252	-	-	-	-	7,252
Intergovernmental	659,698	-	-	-	185,625	845,323
Charges for services	190,970	-	-	-	26,765	217,735
Fines and forfeits	5,736	-	-	-	-	5,736
Investment earnings	6,276	2,095	-	-	17,125	25,496
Miscellaneous	42,993	30,399	-	-	59,949	133,341
Total Revenues	<u>1,382,278</u>	<u>205,764</u>	<u>10,220</u>	<u>-</u>	<u>325,491</u>	<u>1,923,753</u>
<b>Expenditures</b>						
<b>Current</b>						
General government	295,064	-	-	-	-	295,064
Public safety	294,124	-	-	-	2,610	296,734
Public works	189,112	-	-	-	-	189,112
Culture and recreation	223,320	-	-	-	152,569	375,889
Economic development	-	23,886	9,402	-	95,160	128,448
Miscellaneous	-	-	-	-	14,080	14,080
<b>Capital outlay</b>						
General government	11,010	-	-	-	-	11,010
Public safety	154,960	-	-	-	230,041	385,001
Public works	767,315	-	-	-	-	767,315
Culture and recreation	44,435	-	-	-	27,864	72,299
<b>Debt service</b>						
Principal	-	183,000	-	-	-	183,000
Interest and other costs	-	47,734	-	-	-	47,734
Total Expenditures	<u>1,979,340</u>	<u>254,620</u>	<u>9,402</u>	<u>-</u>	<u>522,324</u>	<u>2,765,686</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(597,062)</u>	<u>(48,856)</u>	<u>818</u>	<u>-</u>	<u>(196,833)</u>	<u>(841,933)</u>
<b>Other Financing Sources (Uses)</b>						
Sale of capital assets	-	-	-	-	10,000	10,000
Transfers in	728,934	73,611	-	-	327,041	1,129,586
Transfers out	(286,683)	-	-	-	(253,845)	(540,528)
Total Other Financing Sources (Uses)	<u>442,251</u>	<u>73,611</u>	<u>-</u>	<u>-</u>	<u>83,196</u>	<u>599,058</u>
Net Change in Fund Balances	(154,811)	24,755	818	-	(113,637)	(242,875)
Fund Balances, January 1	<u>617,051</u>	<u>465,568</u>	<u>(156,951)</u>	<u>(185,131)</u>	<u>1,280,589</u>	<u>2,021,126</u>
Fund Balances, December 31	<u>\$ 462,240</u>	<u>\$ 490,323</u>	<u>\$ (156,133)</u>	<u>\$ (185,131)</u>	<u>\$ 1,166,952</u>	<u>\$ 1,778,251</u>

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

City of Spring Grove, Minnesota  
 Reconciliation of the Statement of Revenues, Expenditures and  
 Changes in Fund Balances  
 to the Statement of Activities  
 Governmental Funds  
 For the Year Ended December 31, 2019

Amounts reported for governmental activities in the statement of activities are different because

Net change in fund balances - governmental funds	\$ (242,875)
<p>Governmental funds report capital outlay as expenditures. However, in the statement of activities the cost of those assets is allocated over the estimated useful lives and reported as depreciation expense.</p>	
Capital outlay	1,245,366
Depreciation expense	(227,166)
<p>The net effect of various miscellaneous transactions involving capital assets.</p>	
Book value of trade-in of capital assets	(98,448)
Book value of sale of capital assets	(2,325)
<p>The effect of various miscellaneous transactions involving capital assets (i.e., sales, trade-ins, and donations) is to decrease net position.</p>	
Gain on trade-in of capital assets	15,227
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities.</p>	
Principal repayments	183,000
<p>Interest on long-term debt in the statement of activities differs from the amount reported in the governmental fund because interest is recognized as an expenditure in the funds when it is due, and thus requires the use of current financial resources. In the statement of activities, however, interest expense is recognized as the interest accrues, regardless of when it is due.</p>	
	1,790
<p>Long-term pension activity is not reported in governmental funds.</p>	
Negative pension expense	16,200
Pension revenue from state contributions	2,078
<p>Certain revenues are recognized as soon as they are earned. Under the modified accrual basis of accounting certain revenues cannot be recognized until they are available to liquidate liabilities of the current period.</p>	
Property taxes	3,386
Special assessments	(11,513)
<p>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.</p>	
Compensated absences	(6,672)
Change in Net Position - Governmental Activities	\$ 878,048

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

City of Spring Grove, Minnesota  
 General Fund  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the Year Ended December 31, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Taxes	\$ 386,080	\$ 386,080	\$ 469,353	\$ 83,273
Licenses and permits	4,300	4,300	7,252	2,952
Intergovernmental	474,247	474,247	659,698	185,451
Charges for services	112,950	112,950	190,970	78,020
Fines and forfeits	6,000	6,000	5,736	(264)
Investment earnings	1,500	1,500	6,276	4,776
Miscellaneous	31,500	31,500	42,993	11,493
Total Revenues	<u>1,016,577</u>	<u>1,016,577</u>	<u>1,382,278</u>	<u>365,701</u>
Expenditures				
Current				
General government	355,923	355,923	295,064	60,859
Public safety	338,101	338,101	294,124	43,977
Public works	130,206	130,206	189,112	(58,906)
Culture and recreation	168,640	168,640	223,320	(54,680)
Capital outlay				
General government	10,000	10,000	11,010	(1,010)
Public safety	60,000	60,000	154,960	(94,960)
Public works	350,000	350,000	767,315	(417,315)
Culture and recreation	22,500	22,500	44,435	(21,935)
Total Expenditures	<u>1,435,370</u>	<u>1,435,370</u>	<u>1,979,340</u>	<u>(543,970)</u>
Deficiency of Revenues Under Expenditures	<u>(418,793)</u>	<u>(418,793)</u>	<u>(597,062)</u>	<u>(178,269)</u>
Other Financing Sources (Uses)				
Transfers in	576,700	576,700	728,934	152,234
Transfers out	-	-	(286,683)	(286,683)
Total Other Financing Sources (Uses)	<u>576,700</u>	<u>576,700</u>	<u>442,251</u>	<u>(134,449)</u>
Net Change in Fund Balances	157,907	157,907	(154,811)	(312,718)
Fund Balances, January 1	<u>617,051</u>	<u>617,051</u>	<u>617,051</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 774,958</u>	<u>\$ 774,958</u>	<u>\$ 462,240</u>	<u>\$ (312,718)</u>

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



City of Spring Grove, Minnesota  
 Statements of Net Position  
 Proprietary Funds  
 December 31, 2019

	Business-type Activities - Enterprise Funds				Total
	620	625	615	609	
	Water Utility	Sewer Utility	Electric Utility	Municipal Liquor Store	
<b>Assets</b>					
<b>Current Assets</b>					
Cash and temporary investments	\$ 378,133	\$ 156,387	\$ 1,136,426	\$ 138,063	\$ 1,809,009
Receivables					
Accounts	28,239	20,404	146,774	-	195,417
Inventories	-	-	-	36,598	36,598
Prepaid items	65	202	700	422	1,389
<b>Total Current Assets</b>	<b>406,437</b>	<b>176,993</b>	<b>1,283,900</b>	<b>175,083</b>	<b>2,042,413</b>
<b>Noncurrent Assets</b>					
Advance to other funds - noncurrent	-	-	569,324	-	569,324
<b>Capital assets</b>					
Land	20,116	34,114	-	7,500	61,730
Construction in progress	228,642	66,975	-	-	295,617
Buildings and improvements	-	2,153,774	942,190	101,387	3,197,351
Systems and infrastructure	2,576,930	1,375,905	299,211	-	4,252,046
Equipment and machinery	37,232	307,765	308,876	54,680	708,553
Less accumulated depreciation	(668,913)	(2,465,261)	(1,004,136)	(116,684)	(4,254,994)
<b>Total Capital Assets</b>	<b>2,194,007</b>	<b>1,473,272</b>	<b>546,141</b>	<b>46,883</b>	<b>4,260,303</b>
(Net of Accumulated Depreciation)					
<b>Total Noncurrent Assets</b>	<b>2,194,007</b>	<b>1,473,272</b>	<b>1,115,465</b>	<b>46,883</b>	<b>4,829,627</b>
<b>Total Assets</b>	<b>2,600,444</b>	<b>1,650,265</b>	<b>2,399,365</b>	<b>221,966</b>	<b>6,872,040</b>
<b>Deferred Outflows of Resources</b>					
Deferred pension resources	3,069	3,069	7,241	6,557	19,936
<b>Liabilities</b>					
<b>Current Liabilities</b>					
Accounts payable	14,224	16,038	84,016	5,599	119,877
Due to other governments	312	-	5,667	3,542	9,521
Accrued interest payable	17,802	4,450	-	-	22,252
Accrued salaries payable	829	829	2,266	2,159	6,083
Compensated absences payable - current	2,493	2,493	12,080	2,403	19,469
Bonds and notes payable - current	72,000	18,000	10,777	-	100,777
<b>Total Current Liabilities</b>	<b>107,660</b>	<b>41,810</b>	<b>114,806</b>	<b>13,703</b>	<b>277,979</b>
<b>Noncurrent Liabilities</b>					
Advance from other funds - noncurrent	-	227,242	-	-	227,242
Compensated absences payable - noncurrent	3,554	3,554	25,678	465	33,251
Pension liability	26,700	26,700	63,000	57,048	173,448
Bonds and notes payable - noncurrent	1,200,000	300,000	16,139	-	1,516,139
<b>Total Noncurrent Liabilities</b>	<b>1,230,254</b>	<b>557,496</b>	<b>104,817</b>	<b>57,513</b>	<b>1,950,080</b>
<b>Total Liabilities</b>	<b>1,337,914</b>	<b>599,306</b>	<b>219,623</b>	<b>71,216</b>	<b>2,228,059</b>
<b>Deferred Inflows of Resources</b>					
Deferred pension resources	4,769	4,769	11,254	10,190	30,982
<b>Net Position</b>					
Net investment in capital assets	922,007	1,155,272	519,225	46,883	2,643,387
Unrestricted	338,823	(106,013)	1,656,504	100,234	1,989,548
<b>Total Net Position</b>	<b>\$ 1,260,830</b>	<b>\$ 1,049,259</b>	<b>\$ 2,175,729</b>	<b>\$ 147,117</b>	<b>\$ 4,632,935</b>

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

City of Spring Grove, Minnesota  
 Statements of Revenues, Expenses and Changes in Net Position  
 Proprietary Funds  
 For the Year Ended December 31, 2019

	Business-type Activities - Enterprise Funds				Total
	620	625	615	609	
	Water Utility	Sewer Utility	Electric Utility	Municipal Liquor Store	
Operating Revenues					
Charges for services	\$ 320,488	\$ 245,499	\$ 1,621,860	\$ -	\$ 2,187,847
Sales	-	-	-	426,842	426,842
Cost of sales	-	-	-	(282,969)	(282,969)
Total Operating Revenues	<u>320,488</u>	<u>245,499</u>	<u>1,621,860</u>	<u>143,873</u>	<u>2,331,720</u>
Operating Expenses					
Power production	-	-	1,055,663	-	1,055,663
Salaries and benefits	47,186	47,186	110,931	98,992	304,295
Supplies	12,306	21,395	35,833	10,015	79,549
Other services and charges	30,054	12,874	42,658	16,158	101,744
Insurance	370	1,131	4,073	2,506	8,080
Utilities	34,362	71,269	5,317	13,956	124,904
Depreciation	58,209	76,452	24,850	1,905	161,416
Total Operating Expenses	<u>182,487</u>	<u>230,307</u>	<u>1,279,325</u>	<u>143,532</u>	<u>1,835,651</u>
Operating Income (Loss)	<u>138,001</u>	<u>15,192</u>	<u>342,535</u>	<u>341</u>	<u>496,069</u>
Nonoperating Revenues (Expenses)					
Other income	786	413	16,448	1,725	19,372
Investment earnings	4,116	1,814	30,860	1,022	37,812
Rental income	-	-	-	2,691	2,691
Interest and other costs	(42,996)	(19,430)	(1,496)	-	(63,922)
Total Nonoperating Revenues (Expenses)	<u>(38,094)</u>	<u>(17,203)</u>	<u>45,812</u>	<u>5,438</u>	<u>(4,047)</u>
Income (Loss) Before Transfers	99,907	(2,011)	388,347	5,779	492,022
Transfers Out	<u>(22,500)</u>	<u>(22,500)</u>	<u>(544,058)</u>	<u>-</u>	<u>(589,058)</u>
Change in Net Position	77,407	(24,511)	(155,711)	5,779	(97,036)
Net Position, January 1	<u>1,183,423</u>	<u>1,073,770</u>	<u>2,331,440</u>	<u>141,338</u>	<u>4,729,971</u>
Net Position, December 31	<u>\$ 1,260,830</u>	<u>\$ 1,049,259</u>	<u>\$ 2,175,729</u>	<u>\$ 147,117</u>	<u>\$ 4,632,935</u>

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

City of Spring Grove, Minnesota  
 Statements of Cash Flows  
 Proprietary Funds  
 For the Year Ended December 31, 2019

	Business-type Activities - Enterprise Funds				
	620	625	615	609	Total
	Water Utility	Sewer Utility	Electric Utility	Municipal Liquor Store	
Cash Flows from Operating Activities					
Receipts from customers	\$ 316,236	\$ 244,635	\$ 1,607,451	\$ 426,842	\$ 2,595,164
Payments to suppliers and vendors	(74,457)	(98,787)	(1,154,604)	(329,370)	(1,657,218)
Payments to and on behalf of employees	(44,281)	(44,281)	(107,042)	(97,726)	(293,330)
Other receipts	786	413	16,448	4,416	22,063
Net Cash Provided (Used) by Operating Activities	<u>198,284</u>	<u>101,980</u>	<u>362,253</u>	<u>4,162</u>	<u>666,679</u>
Cash Flows from Noncapital Financing Activities					
Transfers to other funds	(22,500)	(22,500)	(544,058)	-	(589,058)
Cash Flows from Capital And Related Financing Activities					
Acquisition of capital assets	(238,996)	(64,184)	(6,000)	-	(309,180)
Principal paid on bonds and notes payable	(72,000)	(43,000)	(10,293)	-	(125,293)
Interest paid on bonds and notes payable	(43,491)	(19,721)	(1,496)	-	(64,708)
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>(354,487)</u>	<u>(126,905)</u>	<u>(17,789)</u>	<u>-</u>	<u>(499,181)</u>
Cash Flows from Investing Activities					
Interest received on cash and investments	4,116	1,814	30,860	1,022	37,812
Net Increase (Decrease) in Cash and Cash Equivalents	(174,587)	(45,611)	(168,734)	5,184	(383,748)
Cash and Cash Equivalents, January 1	552,720	201,998	1,305,160	132,879	2,192,757
Cash and Cash Equivalents, December 31	<u>\$ 378,133</u>	<u>\$ 156,387</u>	<u>\$ 1,136,426</u>	<u>\$ 138,063</u>	<u>\$ 1,809,009</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided by Operating Activities					
Operating income (loss)	\$ 138,001	\$ 15,192	\$ 342,535	\$ 341	\$ 496,069
Adjustments to reconcile operating income (loss) to to net cash provided (used) by operating activities					
Other income related to operations	786	413	16,448	4,416	22,063
Depreciation	58,209	76,452	24,850	1,905	161,416
(Increase) decrease in assets and deferred outflows of resources					
Accounts receivable	(4,252)	(864)	(14,409)	-	(19,525)
Inventories	-	-	-	(1,851)	(1,851)
Prepaid items	(22)	(83)	(122)	(23)	(250)
Deferred pension resources	2,355	2,355	5,862	5,674	16,246
Increase (decrease) in liabilities and and deferred inflows of resources					
Accounts payable	2,995	7,965	(11,104)	(2,060)	(2,204)
Due to other governments	(338)	-	166	168	(4)
Accrued salaries payable	30	30	323	396	779
Compensated absences payable	1,345	1,345	1,459	775	4,924
Pension liability	904	904	687	(1,118)	1,377
Deferred pension resources	(1,729)	(1,729)	(4,442)	(4,461)	(12,361)
Net Cash Provided (Used) by Operating Activities	<u>\$ 198,284</u>	<u>\$ 101,980</u>	<u>\$ 362,253</u>	<u>\$ 4,162</u>	<u>\$ 666,679</u>
Schedule of Noncash Investing, Capital and Financing Activities					
Capital assets acquired on account	<u>\$ 8,135</u>	<u>\$ 2,791</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,926</u>

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

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City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 1: Summary of Significant Accounting Policies**

**A. Reporting Entity**

The City of Spring Grove, Minnesota (the City) operates under “Optional Plan A” as defined in the Minnesota statutes. The City is governed by an elected Mayor and a four-member Council. The Council exercises legislative authority and determines all matters of policy. The Council appoints personnel responsible for the proper administration of all affairs relating to the City. The City has considered all potential units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City’s financial statements to be misleading or incomplete. The Governmental Accounting Standards Board (GASB) has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization’s governing body, and (1) the ability of the primary government to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the primary government. Blended component units, although legally separate entities are, in substance, part of the City’s operations and so data from these units are combined with data of the primary government.

*Blended Component Unit.* The Spring Grove Economic Development Authority (EDA) was established under Minnesota statutes, 469.090 through 469.108 for the purpose of promoting economic development within the City. The seven members of the EDA’s governing board are appointed and approved by the City Council. The EDA has a December 31 year-end and is reported as a special revenue fund. Separate financial statements are not issued for the EDA. The EDA is presented as a blended component unit as the entity exclusively provides services to the City.

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

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

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

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

## Note 1: Summary of Significant Accounting Policies (Continued)

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

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

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

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

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, entitlement and donations. On an accrual basis, revenue from property taxes is recognized in the year for which the tax is levied. Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the City on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements are met are also recorded as unearned revenue.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

## Note 1: Summary of Significant Accounting Policies (Continued)

The City reports the following major governmental funds:

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

The *Debt Service fund* accounts for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when the City is obligated in some manner for the payment.

The *Little Gnome, Inc. Tax Increment District 1-3* fund accounts for costs associated with the Little Gnome, Inc. development project.

The *Spring Grove Soda Tax Increment District 1-4* fund accounts for costs associated with the Spring Grove Soda development project.

The City reports the following major proprietary funds:

The *Water Utility fund* accounts for costs associated with the City's water system and ensures that user charges are sufficient to pay for those costs.

The *Sewer Utility fund* accounts for the costs associated with the City's sewer system and ensures that user charges are sufficient to pay for those costs.

The *Electric Utility fund* accounts for the costs associated with the City's electric system and ensures that user charges are sufficient to pay for those costs.

The *Municipal Liquor Store fund* accounts for the costs associated with the City's liquor store and ensures that revenues are sufficient to pay for those costs.

Enterprise funds are used to account for those operations that are financed and operated in a manner similar to private business or where the Council has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

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

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's enterprise funds are charges to customers for sales and services. The City also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

## Note 1: Summary of Significant Accounting Policies (Continued)

### D. Assets, Liabilities, Deferred Inflows of Resources, and Net Position/Fund Balance

#### *Deposits and Investments*

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. The proprietary funds' portion in the government-wide cash and temporary investments pool is considered to be cash and cash equivalents for purposes of the statements of cash flows.

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

The City may also invest idle funds as authorized by Minnesota statutes, as follows:

1. Direct obligations or obligations guaranteed by the United States or its agencies.
2. Shares of investment companies registered under the Federal Investment Company Act of 1940 and received the highest credit rating, rated in one of the two highest rating categories by a statistical rating agency, and have a final maturity of thirteen months or less.
3. General obligations of a state or local government with taxing powers rated "A" or better; revenue obligations rated "AA" or better.
4. General obligations of the Minnesota Housing Finance Agency rated "A" or better.
5. Obligation of a school district with an original maturity not exceeding 13 months and (i) rated in the highest category by a national bond rating service or (ii) enrolled in the credit enhancement program pursuant to statute section 126C.55.
6. Bankers' acceptances of United States banks eligible for purchase by the Federal Reserve System.
7. Commercial paper issued by United States banks corporations or their Canadian subsidiaries, of highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less.
8. Repurchase or reverse repurchase agreements and securities lending agreements with financial institutions qualified as a "depository" by the government entity, with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000, a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York, or certain Minnesota securities broker-dealers.
9. Guaranteed investment contracts (GIC's) issued or guaranteed by a United States commercial bank, a domestic branch of a foreign bank, a United States insurance company, or its Canadian subsidiary, whose similar debt obligations were rated in one of the top two rating categories by a nationally recognized rating agency.



## **Note 1: Summary of Significant Accounting Policies (Continued)**

### ***Property Taxes***

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

Delinquent taxes receivable include the past six years' uncollected taxes. Delinquent taxes have been offset by a deferred inflow of resources for delinquent taxes not received within 60 days after year end in the governmental fund financial statements.

### ***Accounts Receivable***

Accounts receivable include amounts billed for services provided before year end. Unbilled utility enterprise fund receivables are also included for services provided in 2019. Since the City is generally able to certify delinquent amounts to the County for collection as special assessments, no allowance for uncollectible accounts has been provided on current receivables.

### ***Special Assessments***

Special assessments represent the financing for public improvements paid for by benefiting property owners. These assessments are recorded as receivables upon certification to the County. Special assessments are recognized as revenue when they are annually certified to the County or received in cash or within 60 days after year end. All governmental special assessments receivable are offset by a deferred inflow of resources in the governmental fund financial statements.

### ***Interfund Receivables and Payables***

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds and component unit, as reported in the fund financial statements, are offset by a fund balance nonspendable account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

### ***Inventories and Prepaid Items***

All inventories are stated at the lower of cost or market on the first-in, first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 1: Summary of Significant Accounting Policies (Continued)**

***Capital Assets***

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. The City reports infrastructure assets on a network and subsystem basis. Accordingly, the amounts spent for the construction or acquisition of infrastructure assets are capitalized and reported in the government-wide financial statements.

As the City constructs or acquires capital assets each period, including infrastructure assets, they are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or extend its useful life beyond the original estimate. In the case of donations the City values these capital assets at the acquisition value of the item at the date of its donation. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. The City has elected not to retroactively capitalize the infrastructure of its governmental activities acquired prior to January 1, 2004 as allowed by GASB Statement No. 34.

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

<u>Assets</u>	<u>Years</u>
Land Improvements	5 - 25
Buildings and Improvements	20 - 40
Other Improvements	5
Infrastructure	20 - 50
Machinery and Equipment	5 - 40
Vehicles	8 - 20
Other Assets	5

***Deferred Outflows of Resources***

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has only one item that qualifies for reporting in this category. Accordingly, the item, deferred pension resources, is reported only in the statements of net position. This item results from actuarial calculations and current year pension contributions made subsequent to the measurement date.

***Compensated Absences***

It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits through a paid time off (PTO) policy. The PTO policy allows a maximum payout total of 480 hours upon voluntary termination at \$9 per hour. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. The total amount of compensated absences accrued as of December 31, 2019 was \$106,813. The General fund is typically used to liquidate governmental compensated absences payable.

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 1: Summary of Significant Accounting Policies (Continued)**

***Postemployment Benefits other than Pensions***

Under Minnesota statute 471.61, subdivision 2b., public employers must allow retirees and their dependents to continue coverage indefinitely in an employer-sponsored health care plan, under the following conditions: 1) Retirees must be receiving (or eligible to receive) an annuity from a Minnesota public pension plan, 2) Coverage must continue in group plan until age 65, and retirees must pay no more than the group premium, and 3) Retirees may obtain dependent coverage immediately before retirement. All premiums are funded on a pay-as-you-go basis. The City calculated its OPEB liability using the alternative measurement method, in accordance with GASB Statement 75 at January 1, 2019 and it was determined that there is no liability.

***Pensions***

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

The total pension expense for the GERP, PEPFP, and Spring Grove Fire Relief Association is as follows:

	Public Employees Retirement Association of Minnesota (PERA)		Fire Relief Association	Total All Plans
	GERP	PEPFP		
	Pension expense	\$ 49,747		

***Long-term Obligations***

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as an expense in the period incurred.

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

***Deferred Inflows of Resources***

In addition to liabilities, the statement of financial position and fund financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has only one type of item, which arises only under a modified accrual basis of accounting, which qualifies as needing to be reported in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: taxes and special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

The City has an additional item which qualifies for reporting in this category. The item, deferred pension resources, is reported only in the statements of net position and results from actuarial calculations.

## Note 1: Summary of Significant Accounting Policies (Continued)

### ***Fund Balance***

In the fund financial statements, fund balance is divided into five classifications based primarily on the extent to which the City is bound to observe constraints imposed upon the use of resources reported in the governmental funds. These classifications are defined as follows:

*Nonspendable* - Amounts that cannot be spent because they are not in spendable form, such as prepaid items.

*Restricted* - Amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

*Committed* - Amounts constrained for specific purposes that are internally imposed by formal action (resolution) of the City Council (the Council), which is the City's highest level of decision-making authority. Committed amounts cannot be used for any other purpose unless the Council modifies or rescinds the commitment by resolution.

*Assigned* - Amounts constrained for specific purposes that are internally imposed. In governmental funds other than the General fund, assigned fund balance represents all remaining amounts that are not classified as nonspendable and are neither restricted nor committed. In the General fund, assigned amounts represent intended uses established by the Council itself or by an official to which the governing body delegates the authority.

*Unassigned* - The residual classification for the General fund and also negative residual amounts in other funds.

The City considers restricted amounts to be spent first when both restricted and unassigned fund balance is available. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts of fund balance when expenditures are made.

The City has not formally adopted a fund balance policy.

### ***Net Position***

Net position represents the difference between assets and liabilities and deferred inflows of resources. Net position is displayed in three components:

- a. Net investment in capital assets - Consists of capital assets, net of accumulated depreciation reduced by any outstanding debt attributable to acquire capital assets.
- b. Restricted net position - Consists of net position balances restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, laws or regulations of other governments.
- c. Unrestricted net position - All other net position balances that do not meet the definition of "restricted" or "net investment in capital assets".

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 2: Stewardship, Compliance and Accountability**

**A. Budgetary Information**

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for the General fund and the Community Building, Cable TV and Library special revenue funds. All annual appropriations lapse at fiscal year-end. The City does not use encumbrance accounting.

In July of each year, all departments of the City submit requests for appropriations to the City Clerk/Treasurer so that a budget may be prepared. Before September 30, the proposed budget is presented to the Council for review. The Council holds public hearings and a final budget is prepared and adopted in early December.

The appropriated budget is prepared by fund, function and department. The City's department heads may make transfers of appropriations within a department. Transfers of appropriations between departments require the approval of the City Clerk/Treasurer and are reviewed by Council. The legal level of budgetary control is the department level. Budgeted amounts are as originally adopted, or as amended by the Council. No budget amendments were made during the year.

**B. Excess of Expenditures Over Appropriations**

For the year ended December 31, 2019, expenditures exceeded appropriations in the following fund:

Fund	Budget	Actual	Excess of Expenditures Over Appropriations
General	\$ 1,435,370	\$ 1,979,340	\$ 543,970
Special Revenue			
Community Building	41,356	50,006	8,650

Excess expenditures were funded by actual revenues in excess of budgeted amounts, transfers and available fund balances.

**C. Deficit Fund Equity**

The following funds had fund equity deficits at December 31, 2019:

Fund	Amount
Special Revenue	
Little Gnome, Inc. Tax Increment District 1-3	156,133
Spring Grove Soda Tax Increment District 1-4	185,131

The above deficits will be eliminated through transfers from other funds and future tax increments.

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 3: Detailed Notes on All Funds**

**A. Deposits and Investments**

***Deposits***

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

Minnesota statutes require that all City deposits be protected by insurance, surety bond or collateral. The market value of collateral pledged must equal 110 percent of the deposits not covered by insurance or bonds, with the exception of irrevocable standby letters of credit issued by Federal Home Loan Banks as this type of collateral only requires collateral pledged equal to 100 percent of the deposits not covered by insurance or bonds.

Authorized collateral in lieu of a corporate surety bond includes:

- United States government Treasury bills, Treasury notes, Treasury bonds;
- Issues of United States government agencies and instrumentalities as quoted by a recognized industry quotation service available to the government entity;
- General obligation securities of any state or local government with taxing powers which is rate "A" or better by a national bond rating service, or revenue obligation securities of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service;
- General obligation securities of a local government with taxing powers may be pledged as collateral against funds deposited by that same local government entity;
- Irrevocable standby letters of credit issued by Federal Home Loan Banks to a municipality accompanied by written evidence that the bank's public debt is rated "AA" or better by Moody's Investors Service, Inc., or Standard & Poor's Corporation; and
- Time deposits that are fully insured by any federal agency.

Minnesota statutes require that all collateral shall be placed in safekeeping in a restricted account at a Federal Reserve Bank, or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The selection should be approved by the City.

At year end, the City's carrying amount of deposits was \$3,791,501 and the bank balance was \$3,959,401. The bank balance was fully covered by federal depository insurance.

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 3: Detailed Notes on All Funds (Continued)**

**Cash on Hand**

Cash in the possession of the City, consisting of petty cash and change funds, totals \$385.

**Cash and Investments Summary**

A reconciliation of cash and investments as shown on the statement of net position for the City follows:

Deposits	\$ 3,791,501
Cash on Hand	385
	\$ 3,791,886
	\$ 3,791,886

**B. Loans Receivable**

**Commercial Loans**

The City currently has loans to various local businesses totaling \$78,182 which are forgiven after 7 years as long as property is not sold and are secured by real estate. These loans are not expected to be collected and an allowance is setup for \$78,182.

**Economic Development Loans**

The EDA currently has loans to various local businesses totaling \$143,349 at December 31, 2019. These loans carry an interest rate varying from 3 to 5 percent. All loans are secured by real estate.

**C. Capital Assets**

Capital asset activity for the City for the year ended December 31, 2019 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities</b>				
Capital Assets not being Depreciated				
Land	\$ 172,500	\$ 80,454	\$ -	\$ 252,954
Construction in progress	171,703	758,952	(310,938)	619,717
Total Capital Assets not being Depreciated	344,203	839,406	(310,938)	872,671
Capital Assets being Depreciated				
Land improvements	59,340	85,508	-	144,848
Buildings and improvements	2,911,735	-	-	2,911,735
Systems and infrastructure	4,239,899	225,429	-	4,465,328
Equipment and machinery	1,737,613	421,188	(159,164)	1,999,637
Total Capital Assets being Depreciated	8,948,587	732,125	(159,164)	9,521,548
Less Accumulated Depreciation for				
Land improvements	(22,223)	(2,757)	-	(24,980)
Buildings and improvements	(1,407,507)	(64,502)	-	(1,472,009)
Systems and infrastructure	(2,567,631)	(60,590)	-	(2,628,221)
Equipment and machinery	(1,319,838)	(99,317)	58,391	(1,360,764)
Total Accumulated Depreciation	(5,317,199)	(227,166)	58,391	(5,485,974)
Total Capital Assets being Depreciated, Net	3,631,388	504,959	(100,773)	4,035,574
Governmental Activities Capital Assets, Net	\$ 3,975,591	\$ 1,344,365	\$ (411,711)	\$ 4,908,245

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
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**Note 3: Detailed Notes on All Funds (Continued)**

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Business-type Activities</b>				
Capital Assets not being Depreciated				
Land	\$ 41,614	\$ 20,116	\$ -	\$ 61,730
Construction in progress	26,130	279,855	(10,368)	295,617
Total Capital Assets Not Being Depreciated	<u>67,744</u>	<u>299,971</u>	<u>(10,368)</u>	<u>357,347</u>
Capital Assets being Depreciated				
Buildings and improvements	3,197,351	-	-	3,197,351
Systems and infrastructure	4,241,678	10,368	-	4,252,046
Equipment and machinery	702,553	6,000	-	708,553
Total Capital Assets Being Depreciated	<u>8,141,582</u>	<u>16,368</u>	<u>-</u>	<u>8,157,950</u>
Less Accumulated Depreciation for				
Buildings and improvements	(2,824,493)	(13,273)	-	(2,837,766)
Systems and infrastructure	(934,569)	(109,109)	-	(1,043,678)
Equipment and machinery	(334,516)	(39,034)	-	(373,550)
Total Accumulated Depreciation	<u>(4,093,578)</u>	<u>(161,416)</u>	<u>-</u>	<u>(4,254,994)</u>
Total Capital Assets Being Depreciated, Net	<u>4,048,004</u>	<u>(145,048)</u>	<u>-</u>	<u>3,902,956</u>
Business-type Activities Capital Assets, Net	<u>\$ 4,115,748</u>	<u>\$ 154,923</u>	<u>\$ (10,368)</u>	<u>\$ 4,260,303</u>

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

<b>Governmental Activities</b>	
General government	\$ 4,019
Public safety	47,708
Public works	110,845
Culture and recreation	61,581
Economic development	3,013
Total Depreciation Expense - Governmental Activities	<u>\$ 227,166</u>
<b>Business-type Activities</b>	
Water utility	\$ 58,209
Sewer utility	76,452
Electric utility	24,850
Municipal liquor store	1,905
Total Depreciation Expense - Business-type Activities	<u>\$ 161,416</u>



City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 3: Detailed Notes on All Funds (Continued)**

**Construction Commitments**

The City has an active construction project as of December 31, 2019 relating to an improvement project as follows:

<u>Project</u>	<u>Spent-to-Date</u>	<u>Remaining Commitment</u>
2019 Street Project	<u>\$ 716,009</u>	<u>\$ 37,684</u>

**D. Interfund Receivables, Payables and Transfers**

Advances from/to other funds at December 31, 2019 are as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Nonmajor governmental funds	Debt service fund	\$ 36,999
Electric Utility fund	Sewer Utility fund	227,242
	The Little Gnome, Inc Tax Increment District 1-3	156,951
	Spring Grove Soda Tax Increment District 1-4	<u>185,131</u>
Total		<u>\$ 606,323</u>

The advance to the 2002 Taxable EDA Revenue Bonds debt service fund from the Aquatic Center nonmajor capital project fund was made in 2012 to fund the balloon payment on the associated EDA note. This advance will be paid back over 12 years at 4 percent interest with rental revenue. The advance to the Sewer Utility fund from the Electric utility fund was to assist in financing the commercial park lift station project. This advance will be paid back over 17 years at 4 percent interest with sewer utility revenue.

Interfund transfers for the year ended December 31, 2019, were as follows:

Funds	<u>Transfers in</u>			<u>Total</u>
	<u>General Fund</u>	<u>Debt Service Funds</u>	<u>Nonmajor Governmental Funds</u>	
Transfers Out				
General	\$ -	\$ -	\$ 286,683	\$ 286,683
Nonmajor Governmental funds	152,234	73,611	28,000	253,845
Water Utility	22,500	-	-	22,500
Sewer Utility	22,500	-	-	22,500
Electric Utility	<u>531,700</u>	<u>-</u>	<u>12,358</u>	<u>544,058</u>
Total Transfers Out	<u>\$ 728,934</u>	<u>\$ 73,611</u>	<u>\$ 327,041</u>	<u>\$ 1,129,586</u>

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
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**Note 3: Detailed Notes on All Funds (Continued)**

During the year, transfers are used to 1) move revenues from the enterprise funds to the governmental funds to help reduce the tax levy and 2) move General fund resources to provide an annual subsidy to other funds. Further, during the year ended December 31, 2019, the government made the following one-time transfers:

- The Contingency fund transferred \$28,000 to the Fire Equipment fund for the purchase of a new Compressor Fill Station.
- The Electric fund transferred \$12,358 to the Conservation Improvements fund (\$6,179) and to the Commercial Conservation Improvements fund (\$6,179).

**E. Long-term Debt**

General Obligation Bonds

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities. These bonds are reported in the proprietary funds if they are expected to be repaid from proprietary fund revenues. In addition, general obligation bonds have been issued to refund special assessments related bonds.

General obligation bonds are direct obligations and pledge the full faith and credit of the government. General obligation bonds currently outstanding are as follows:

Description	Authorized and Issued	Interest Rate	Issue Date	Maturity Date	Balance at Year End
2012A Tax Abatement Bonds	\$ 1,435,000	2.58 %	05/15/12	02/01/26	<u>\$ 755,000</u>

The annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ending December 31	<b>G.O. Bonds</b> Governmental Activities		
	Principal	Interest	Total
2020	\$ 105,000	\$ 18,125	\$ 123,125
2021	105,000	15,416	120,416
2022	110,000	12,643	122,643
2023	110,000	9,805	119,805
2024	110,000	6,967	116,967
2025 - 2026	<u>215,000</u>	<u>5,354</u>	<u>220,354</u>
Total	<u>\$ 755,000</u>	<u>\$ 68,310</u>	<u>\$ 823,310</u>

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 3: Detailed Notes on All Funds (Continued)**

General Obligation Tax Increment Bonds

The following bonds were issued for redevelopment projects. The additional tax increments resulting from increased tax capacity of the redeveloped properties will be used to retire related debt.

Description	Authorized and Issued	Interest Rate	Issue Date	Maturity Date	Balance at Year End
2015A G.O. Tax Increment Refunding Bonds	\$ 414,000	2.30 %	12/07/15	02/01/23	<u>\$ 218,000</u>

The annual debt service requirements to maturity for general obligation tax increment bonds are as follows:

Year Ending December 31	<b>G.O. Tax Increment Bonds</b> Governmental Activities		
	Principal	Interest	Total
2020	\$ 58,000	\$ 4,347	\$ 62,347
2021	56,000	3,036	59,036
2022	60,000	1,702	61,702
2023	44,000	506	44,506
Total	<u>\$ 218,000</u>	<u>\$ 9,591</u>	<u>\$ 227,591</u>

G.O. Special Assessment (Improvement) Bonds

The following bonds were issued to finance various improvements and will be repaid primarily from special assessments levied on the properties benefiting from the improvements. Some issues, however, are partly financed by ad valorem tax levies. All special assessment debt is backed by the full faith and credit of the City. Each year the combined assessment and tax levy equals 105 percent of the amount required for debt service. The excess of 5 percent is to cover any delinquencies in tax or assessment payments.

Description	Authorized and Issued	Interest Rate	Issue Date	Maturity Date	Balance at Year End
2013A G.O. Improvement and Utility Refunding Bonds	\$ 700,000	0.75 - 4.10 %	07/08/13	02/01/34	<u>\$ 550,000</u>

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
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**Note 3: Detailed Notes on All Funds (Continued)**

The annual debt service requirements to maturity for general obligation special assessment (improvement) bonds are as follows:

<u>Year Ending December 31</u>	<b>G.O. Improvement Bonds</b> Governmental Activities		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 30,000	\$ 18,062	\$ 48,062
2021	30,000	17,539	47,539
2022	30,000	16,782	46,782
2023	35,000	15,911	50,911
2024	35,000	14,939	49,939
2025 - 2029	180,000	57,543	237,543
2030 - 2034	210,000	21,683	231,683
Total	<u>\$ 550,000</u>	<u>\$ 162,459</u>	<u>\$ 712,459</u>

General Obligation Revenue Bonds

The following bonds were issued to finance capital improvements in the enterprise funds. They will be retired from net revenues of the enterprise funds.

<u>Description</u>	<u>Authorized and Issued</u>	<u>Interest Rate</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Balance at Year End</u>
2013A G.O. Improvement and Utility Refunding Bonds	2,025,000	0.75 - 4.10	07/08/13	02/01/34	<u>\$ 1,590,000</u>

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
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**Note 3: Detailed Notes on All Funds (Continued)**

Annual revenues from charges for services, principal and interest payments, and percentage of revenue required to cover principal and interest payments are as follows:

	Water Utility	Sewer Utility
Revenues	\$ 320,488	\$ 245,499
Principal and Interest	115,491	62,721
Percentage of Revenues	36.0%	25.5%

The annual debt service requirements to maturity for general obligation revenue bonds are as follows:

Year Ending December 31	<b>G.O. Revenue Bonds</b> Business-type Activities		
	Principal	Interest	Total
2020	\$ 90,000	\$ 51,407	\$ 141,407
2021	90,000	49,920	139,920
2022	95,000	47,764	142,764
2023	95,000	45,285	140,285
2024	95,000	42,520	137,520
2025 - 2029	520,000	163,779	683,779
2030 - 2034	605,000	61,707	666,707
Total	\$ 1,590,000	\$ 462,382	\$ 2,052,382

Notes Payable

The City has issued notes to provide funds for acquisition of equipment. These obligations are direct obligations and pledge the full faith and credit of the City. Notes currently outstanding are as follows:

Description	Authorized and Issued	Interest Rate	Issue Date	Maturity Date	Balance at Year End
Tri-County Electric COOP Transmitter Note	\$ 94,360	4.60 %	05/01/12	05/01/22	\$ 26,916

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

Year Ending December 31	<b>Note Payable</b> Business-type Activities		
	Principal	Interest	Total
2020	\$ 10,777	\$ 1,012	\$ 11,789
2021	11,283	506	11,789
2022	4,856	54	4,910
Total	\$ 26,916	\$ 1,572	\$ 28,488

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
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**Note 3: Detailed Notes on All Funds (Continued)**

Changes in Long-term Liabilities

Long-term liability activity for the year ended December 31, 2019, was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
<b>Governmental Activities</b>					
Bonds Payable					
General obligation bonds	\$ 855,000	\$ -	\$ (100,000)	\$ 755,000	\$ 105,000
General obligation tax increment bonds	271,000	-	(53,000)	218,000	58,000
General obligation improvement bonds	580,000	-	(30,000)	550,000	30,000
Total Bonds Payable	<u>1,706,000</u>	<u>-</u>	<u>(183,000)</u>	<u>1,523,000</u>	<u>193,000</u>
Compensated Absences Payable	<u>47,421</u>	<u>38,260</u>	<u>(31,588)</u>	<u>54,093</u>	<u>24,990</u>
Governmental Long-term Liabilities	<u>\$ 1,753,421</u>	<u>\$ 38,260</u>	<u>\$ (214,588)</u>	<u>\$ 1,577,093</u>	<u>\$ 217,990</u>
<b>Business-type Activities</b>					
Bonds Payable					
General obligation revenue bonds	\$ 1,705,000	\$ -	\$ (115,000)	\$ 1,590,000	\$ 90,000
Notes Payable	37,209	-	(10,293)	26,916	10,777
Compensated Absences Payable	<u>47,796</u>	<u>22,745</u>	<u>(17,821)</u>	<u>52,720</u>	<u>19,469</u>
Business-type Long-term Liabilities	<u>\$ 1,790,005</u>	<u>\$ 22,745</u>	<u>\$ (143,114)</u>	<u>\$ 1,669,636</u>	<u>\$ 120,246</u>

## **Note 4: Defined Benefit Pension Plans - Statewide**

### **A. Plan Description**

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

#### General Employees Retirement Plan (GERP)

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

#### Public Employees Police and Fire Plan (PEPFP)

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

### **B. Benefits Provided**

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

#### GERP Benefits

GERP benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989 receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2 percent of average salary for each of the first 10 years of service and 1.7 percent of average salary for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.7 percent for average salary for all years of service. For members hired prior to July 1, 1989 a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989 normal retirement age is the age for unreduced Social Security benefits capped at 66.

Annuities, disability benefits and survivor benefits are increased effective every January 1. Beginning January 1, 2019, the postretirement increase will be equal to 50 percent of the cost-of-living adjustment (COLA) announced by the SSA, with a minimum increase of at least 1 percent and a maximum of 1.5 percent. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least one month but less than a full year as of the June 30 before the effective date of the increase will receive a reduced prorated increase. For members retiring on January 1, 2024, or later, the increase will be delayed until normal retirement age (age 65 if hired prior to July 1, 1989, or age 66 for individuals hired on or after July 1, 1989). Members retiring under Rule of 90 are exempt from the delay to normal retirement.

#### PEPFP Benefits

Benefits for the PEPFP members first hired after June 30, 2010, but before July 1, 2014, vest on a prorated basis from 50 percent after five years up to 100 percent after ten years of credited service. Benefits for PEPFP members first hired after June 30, 2014 vest on a prorated basis from 50 percent after ten years up to 100 percent after twenty years of credited service. The annuity accrual rate is 3.0 percent of average salary for each year of service. A full, unreduced pension is earned when members are age 55 and vested, or for members who were first hired prior to July 1, 1989, when age plus years of service equal at least 90.

Annuities, disability benefits and survivor benefits are increased effective every January 1. Beginning January 1, 2019, the postretirement increase will be fixed at 1 percent. Recipients that have been receiving the annuity or benefit for at least 36 months as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least 25 months but less than 36 months as of the June 30 before the effective date of the increase will receive a reduced prorated increase.

City of Spring Grove, Minnesota  
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**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

**C. Contributions**

*Minnesota statutes* chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state Legislature.

General Employees Fund Contributions

Coordinated Plan members were required to contribute 6.50 percent of their annual covered salary in fiscal year 2019 and the City was required to contribute 7.50 percent for Coordinated Plan members. The City's contributions to the General Employees Fund for the year ending December 31, 2019, 2018 and 2017 were \$35,243, \$33,975 and \$32,344, respectively. The City's contributions were equal to the required contributions for each year as set by state statute.

Police and Fire Fund Contributions

Police and Fire member's contribution rates increased from 10.80 percent of pay to 11.30 percent and employer rates increased from 16.20 percent to 16.95 percent on January 1, 2019. The City's contributions to the Police and Fire Fund for the years ending December 31, 2019, 2018 and 2017 were \$22,124, \$18,337 and \$19,180, respectively. The City's contributions were equal to the required contributions for each year as set by state statute.

**D. Pension Costs**

General Employees Fund Pension Costs

At December 31, 2019, the City reported a liability of \$375,957 for its proportionate share of the General Employees Fund's net pension liability. The City's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million to the fund in 2019. The State of Minnesota is considered a non-employer contributing entity and the State's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the City totaled \$11,666. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2018 through June 30, 2019 relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2019, the City's proportion was 0.0068 percent which was a 0.0001 percent increase from its proportion measured as of June 30, 2018.

City's proportionate share of the net pension liability	\$375,957
State of Minnesota's proportionate share of the net pension liability associated with the City	<u>11,666</u>
Total	<u><u>\$387,623</u></u>

For the year ended December 31, 2019, the City recognized pension expense of \$48,873 for its proportionate share of GERS's pension expense. In addition, the City recognized \$874 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the General Employees Fund.

At December 31, 2019, the City reported its proportionate share of General Employees Fund's deferred outflows of resources and deferred inflows of resources, and its contributions subsequent to the measurement date, from the following sources:



City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Economic Experience	\$ 10,442	\$ 2,252
Changes in Actuarial Assumptions	1,413	29,621
Net Difference Between Projected and Actual Earnings on Plan Investments	-	35,284
Changes in Proportion	14,328	-
Contributions Paid to PERA Subsequent to the Measurement Date	17,027	-
<b>Total</b>	<b>\$ 43,210</b>	<b>\$ 67,157</b>

The \$17,027 reported as deferred outflows of resources related to pensions resulting from the City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2020. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

2020	(13,513)
2021	(22,348)
2022	(5,718)
2023	605

Police and Fire Fund Pension Costs

At December 31, 2019, the City reported a liability of \$126,688 for its proportionate share of the Police and Fire Fund's net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportionate share of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2018 through June 30, 2019 relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2019, the City's proportionate share was 0.0119 percent which was a 0.0011 percent increase from its proportionate share measured as of June 30, 2018.

The City also recognized \$1,607 for the year ended December 31, 2019, as revenue and an offsetting reduction of net pension liability for its proportionate share of the State of Minnesota's on-behalf contributions to the Police and Fire Fund. Legislation passed in 2013 required the State of Minnesota to begin contributing \$9 million to the Police and Fire Fund each year until the plan is 90 percent funded or until the State Patrol Plan (administered by the Minnesota State Retirement System) is 90 percent funded, whichever occurs later. In addition, the state will pay \$4.5 million on October 1, 2018 and October 1, 2019 in direct state aid. Thereafter, by October 1 of each year, the state will pay \$9 million until full funding is reached or July 1, 2048, whichever is earlier.

For the year ended December 31, 2019, the City recognized pension expense of \$25,577 for its proportionate share of the Police and Fire Plan's pension expense.

At December 31, 2019, the City reported its proportionate share of the Police and Fire Plan's deferred outflows of resources and deferred inflows of resources, and its contributions subsequent to the measurement date, from the following sources:

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Economic Experience	\$ 6,106	\$ 22,304
Changes in Actuarial Assumptions	111,617	147,626
Net Difference Between Projected and Actual Earnings on Plan Investments	-	23,909
Changes in Proportion	15,559	2,448
Contributions Paid to PERA Subsequent to the Measurement Date	10,737	-
Total	\$ 144,019	\$ 196,287

The \$10,737 reported as deferred outflows of resources related to pensions resulting from the City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2020. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

2020	\$ (6,572)
2021	(15,277)
2022	(45,157)
2023	998
2024	3,003

**E. Actuarial Assumptions**

The total pension liability in the June 30, 2019, actuarial valuation was determined using an individual entry-age normal actuarial cost method and the following actuarial assumptions:

Inflation	2.50% per year
Active Member Payroll Growth	3.25% per year
Investment Rate of Return	7.50%

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors and disabilitants were based on RP-2014 tables for males or females, as appropriate, with slight adjustments to fit PERA's experience. Cost of living benefit increases after retirement for retirees are assumed to be 1.25 percent per year for General Employees Plan and 1.0 percent per year for Police and Fire Plan.

Actuarial assumptions used in the June 30, 2019 valuation were based on the results of actuarial experience studies. The most recent four-year experience study in the General Employees Plan was completed in 2019. The most recent four-year experience study for the Police and Fire Plan was completed in 2016. Economic assumptions were updated in 2018 based on a review of inflation and investment return assumptions.

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

The following changes in actuarial assumptions and plan provisions occurred in 2019:

General Employees Fund

Changes in Actuarial Assumptions

- The mortality projection scale was changed from MP-2017 to MP-2018.

Changes in Plan Provisions

- The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The State's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

Police and Fire Fund

Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2017 to MP-2018.

Changes in Plan Provisions:

- There have been no changes since the prior valuation.

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

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Domestic Equity	35.5 %	5.10 %
Private Markets	25.0	5.90
Fixed Income	20.0	0.75
International Equity	17.5	5.90
Cash Equivalents	<u>2.0</u>	-
Total	<u>100.0 %</u>	

**F. Discount Rate**

The discount rate used to measure the total pension liability in 2019 was 7.50 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net position of the General Employees Fund and the Police and Fire Fund were projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

**G. Changes in Pension Liability**

During the year ended December 31, 2019, the following pension changes occurred in non-current liabilities reported on the government-wide statements.

	Beginning Balance	Pension Expense	Employer Contributions/ Net Annual Amortizations	Ending Balance
Governmental activities				
GERP	\$ 199,619	\$ 25,846	\$ (22,956)	\$ 202,509
PEPFF	115,117	27,184	(15,613)	126,688
	<u>314,736</u>	<u>53,030</u>	<u>(38,569)</u>	<u>329,197</u>
Business-type activities				
GERP	172,070	23,901	(22,523)	173,448
Total	<u>\$ 486,806</u>	<u>\$ 76,931</u>	<u>\$ (61,092)</u>	<u>\$ 502,645</u>

**H. Pension Liability Sensitivity**

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

	City Proportionate Share of NPL		
	1 Percent Decrease (6.50%)	Current (7.50%)	1 Percent Increase (8.50%)
General Employees Fund	\$ 618,053	\$ 375,957	\$ 176,058
Police and Fire Fund	276,915	126,688	2

**I. Pension Plan Fiduciary Net Position**

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

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 5: Defined Benefit Pension Plans - Fire Relief Association**

**A. Plan Description**

The Spring Grove Fire Department (the Department) participates in the Statewide Volunteer Firefighter Retirement Plan (Volunteer Firefighter Plan accounted for in the Volunteer Firefighter Fund), an agent multiple-employer lump-sum [or monthly] defined benefit pension plan administered by the Public Employees Retirement Association of Minnesota (PERA). The Volunteer Firefighter Plan covers volunteer firefighters of municipal fire departments or independent nonprofit firefighting corporations that have elected to join the plan. As of December 31, 2019, the plan covered 24 active firefighters and 11 vested terminated firefighters whose pension benefits are deferred. The plan is established and administered in accordance with Minnesota statutes, chapter 353g.

**B. Benefits Provided**

The Volunteer Firefighter Plan provides retirement, death, and supplemental benefits to covered firefighters and survivors. Benefits are paid based on the number of years of service multiplied by a benefit level approved by the City. Members are eligible for a lump-sum retirement benefit at 50 years of age with five years of service. Plan provisions include a pro-rated vesting schedule that increases from 5 years at 40 percent through 20 years at 100 percent.

**C. Contributions**

The Volunteer Firefighter Plan is funded by fire state aid, investment earnings and, if necessary, employer contributions as specified in Minnesota statutes and voluntary City contributions. The State of Minnesota contributed \$15,978 in fire state aid to the fund for the year ended December 31, 2019. Required employer contributions are calculated annually based on statutory provisions. The City made no voluntary contributions to the plan.

**D. Pension Costs**

At December 31, 2019, the City reported a net pension liability (asset) of (\$117,283) for the Volunteer Firefighter Fund. The net pension liability (asset) was measured as of December 31, 2019. The total pension liability used to calculate the net pension liability (asset) in accordance with GASB 68 was determined by PERA applying an actuarial formula to specific census data certified by the Department. The following table presents the changes in net pension liability (asset) during the year:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (Asset) (a-b)
Beginning Balance January 1, 2019	\$ 158,842	\$ 244,931	\$ (86,089)
Changes for the Year			
Service cost	7,859	-	7,859
Interest on pension liability (asset)	9,493	-	9,493
Actuarial experience (gains)/losses	10,130	-	10,130
Projected investment earnings	-	14,696	(14,696)
Contributions (State)	-	15,978	(15,978)
Asset (gain)/loss	-	29,007	(29,007)
Benefit payouts	(17,000)	(17,000)	-
Administrative costs	-	(1,005)	1,005
Total Net Changes	10,482	41,676	(31,194)
Ending Balance December 31, 2019	\$ 169,324	\$ 286,607	\$ (117,283)

For the year ended December 31, 2019, the City recognized negative pension expense of \$27,617.

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 5: Defined Benefit Pension Plans - Fire Relief Association (Continued)**

At December 31, 2019, the City reported its deferred outflows of resources and deferred inflows of resources, and its contributions subsequent to the measurement date, to the plan from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	\$ -	\$ 23,206
Net Difference Between Projected and Actual Earnings on Plan Investments	8,104	-
Total	\$ 8,104	\$ 23,206

Deferred outflows and deferred inflows of resources related to the plan will be recognized in pension expense as follows:

2020	\$ (3,775)
2021	(3,775)
2022	(3,775)
2023	(3,777)

**E. Actuarial Assumptions**

The total pension liability at December 31, 2019 was determined using the entry age normal actuarial cost method and the following actuarial assumptions:

Retirement Eligibility at the Later of Age 50 or 20 Years of Service	
Inflation	3.00% per year
Investment Rate of Return	6.00%

There were no changes in actuarial assumptions in 2019.

**F. Discount Rate**

The discount rate used to measure the total pension liability was 6.0 percent. The projection of cash flows used to determine the discount rate assumed that contributions to the plan will be made as specified in statute. Based on that assumption and considering the funding ratio of the plan, the fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive 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.

**G. Pension Liability Sensitivity**

The following presents the City's net pension liability (asset) for the plan, calculated using the discount rate disclosed in the preceding paragraph, as well as what the City's net pension liability (asset) would be if it were calculated using a discount rate 1 percent lower or 1 percent higher than the current discount rate:

	1 Percent Decrease (5.00%)	Current (6.00%)	1 Percent Increase (7.00%)
SVF	\$ (110,835)	\$ (117,283)	\$ (123,316)

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 5: Defined Benefit Pension Plans - Fire Relief Association (Continued)**

**H. Investment Policy**

The Minnesota State Board of Investment (SBI) is established by Article XI of the Minnesota Constitution to invest all state funds. Its membership as specified in the Constitution is comprised of the governor (who is designated as chair of the board), state auditor, secretary of state and state attorney general.

All investments undertaken by the SBI are governed by the prudent person rule and other standards codified in Minnesota statutes, chapter 11a and chapter 353g.

Within the requirements defined by state law, the SBI, with assistance of the SBI staff and the Investment Advisory Council, establishes investment policy for all funds under its control. These investments policies are tailored to the particular needs of each fund and specify investment objectives, risk tolerance, asset allocation, investment management structure and specific performance standards. Studies guide the on-going management of the funds and are updated periodically.

**I. Asset Allocation**

To match the long-term nature of the pension obligations, the SBI maintains a strategic asset allocation for the Volunteer Firefighter Plan that includes allocations to domestic equity, international equity, bonds and cash equivalents. The long-term target asset allocation and long-term expected real rate of return is the following:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Domestic Stocks	35.0 %	5.10 %
International Stocks	15.0	5.30
Bonds	45.0	0.75
Cash	5.0	-
Total	100.0 %	

The 6.0 percent long-term expected rate of return on pension plan investments was determined using a building-block method. Best estimates for expected future real rates of return (expected returns, net of inflation) were developed for each asset class using both long-term historical returns and long-term capital market expectations from a number of investment management and consulting organizations. The asset class estimates and the target allocations were then combined to produce a geometric, long-term expected real rate of return for the portfolio. Inflation expectations were applied to derive the nominal rate of return for the portfolio.

The SBI made no significant changes to their investment policy during fiscal year 2018 for the Volunteer Firefighter Fund.

**J. Pension Plan Fiduciary Net Position**

Detailed information about the Volunteer Firefighter Fund's fiduciary net position as of June 30, 2019, is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained at [www.mnpera.org](http://www.mnpera.org).

City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 6: Other Information**

**A. Risk Management**

The City 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 for which the City carries insurance. The City obtains insurance through participation in the League of Minnesota Cities Insurance Trust (LMCIT) which is a risk sharing pool with approximately 800 other governmental units. The City pays an annual premium to LMCIT for its workers compensation and property and casualty insurance. The LMCIT is self-sustaining through member premiums and will reinsure for claims above a prescribed dollar amount for each insurance event. Settled claims have not exceeded the City's coverage in any of the past three fiscal years.

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

**B. Contingent Liabilities**

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

**C. Legal Debt Margin**

In accordance with Minnesota statutes, the City may not incur or be subject to net debt in excess of three percent of the market value of taxable property within the City. Net debt is payable solely from ad valorem taxes and therefore, excludes debt financed partially or entirely by special assessments, enterprise fund revenues or tax increments. As of December 31, 2019, the City is under the legal debt margin.

**D. Tax Increment Districts**

The City's tax increment districts are subject to review by the State of Minnesota Office of the State Auditor (OSA). Any disallowed claims or misuse of tax increments could become a liability of the applicable fund. Management has indicated that they are not aware of any instances of noncompliance which would have a material effect on the financial statements.

**E. Concentrations**

The City receives a significant amount of its annual General fund revenues from the State of Minnesota via the Local Government Aid (LGA) program. The LGA amount received in 2019 was \$430,610 which accounted for approximately 31.2 percent of General fund revenues.



City of Spring Grove, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 7: Tax Abatements**

As of December 31, 2019, the City has two agreements entered into by the City listed below that abate City property taxes. Below is information specific to each agreement:

The City entered into a tax abatement agreement in 2016 with a manufacturing company. The company previously incurred costs to build a larger facility which was funded through the Job Opportunity Building Zone program which expired in 2016. The City agreed to relieve property taxes as the tax burden prohibits future expansion and hiring plans. The agreement has an estimated return to the company of \$33,282 over the life of the agreement. The agreement was negotiated under state law (Minnesota statutes 469.1812-469.1815) and has a maximum duration dated to December 31, 2021. The calculation of taxes abated during the fiscal year is noted in the chart below.

The City entered into a tax increment financing agreement (TIF #1-3) on February 9, 2016 with a local business for the construction of a commercial daycare facility. In return, the City will reimburse the business for some costs as the City collects future tax increment for the increased property value and tax capacity related to the economic development. The pay-as-you-go agreement has a maximum return to the business of \$309,716. The agreement was negotiated under state law (Minnesota statutes 469.174-469.1799) and has a maximum duration dated to December 31, 2043. The calculation of taxes abated during the fiscal year is noted in the chart below.

	<u>City Tax Rate (Year of Establishment)</u>	<u>Captured Tax Capacity</u>	<u>Amount of Taxes Abated During the Year</u>
Tax Abatement Agreements			
LaX Fabricating, Ltd.			\$ 6,366
Tax Increment Districts (PAYGO)			
TIF District #1-3 (The Little Gnome, Inc.)	119.645%	\$ 5,870	<u>7,023</u>
Total			<u>\$ 13,389</u>

**Note 8: Subsequent Event**

In December 2019, a novel strain of coronavirus (COVID-19) surfaced. The spread of COVID-19 around the world in the first quarter of 2020 has caused significant volatility in U.S. and international markets. There is significant uncertainty around the breadth and duration of business disruptions related to COVID-19, as well as its impact on the U.S. and international economies and, as such, the City is unable to determine if it will have a material impact to its operations.

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REQUIRED SUPPLEMENTARY INFORMATION

CITY OF SPRING GROVE  
SPRING GROVE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

City of Spring Grove, Minnesota  
Required Supplementary Information  
For the Year End December 31, 2019

**Schedule of Employer's Share of PERA Net Pension Liability - General Employees Fund**

Fiscal Year Ending	City's Proportion of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability (a)	State's Proportionate Share of the Net Pension Liability Associated with the City (b)	Total (a+b)	City's Covered Payroll (c)	City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
6/30/2019	0.0068 %	\$ 375,957	\$ 11,666	\$ 387,623	\$ 480,135	80.7 %	80.2 %
6/30/2018	0.0067	371,689	12,157	383,846	451,184	85.1 %	79.5
6/30/2017	0.0064	408,572	5,118	413,690	395,376	104.6	75.9
6/30/2016	0.0064	519,648	6,804	526,452	384,253	137.0	68.9
6/30/2015	0.0064	342,046	-	342,046	363,159	94.2	78.2

*Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.*

**Schedule of Employer's PERA Contributions - General Employees Fund**

Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	City's Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
12/31/2019	\$ 35,243	\$ 35,243	\$ -	\$ 469,901	7.50 %
12/31/2018	33,975	33,975	-	453,004	7.50
12/31/2017	32,344	32,344	-	431,257	7.50
12/31/2016	29,988	29,988	-	399,839	7.50
12/31/2015	28,399	28,399	-	378,653	7.50

*Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.*

City of Spring Grove, Minnesota  
Required Supplementary Information (Continued)  
For the Year End December 31, 2019

**Notes to the Required Supplementary Information - General Employee Retirement Fund**

Changes in actuarial assumptions

2019 - The mortality projection scale was changed from MP-2017 to MP-2018.

2018 - The mortality projection scale was changed from MP-2015 to MP-2017. The assumed benefit increase was changed from 1.00 percent per year through 2044 and 2.50 percent per year thereafter to 1.25 percent per year.

2017 - The Combined Service Annuity (CSA) loads were changed from 0.8 percent for active members and 60 percent for vested and non-vested deferred members. The revised CSA loads are now 0.0 percent for active member liability, 15.0 percent for vested deferred member liability and 3.0 percent for non-vested deferred member liability. The assumed post-retirement benefit increase rate was changed from 1.0 percent per year for all years to 1.0 percent per year through 2044 and 2.5 percent per year thereafter.

2016 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2035 and 2.5 percent per year thereafter to 1.0 percent per year for all future years. The assumed investment return was changed from 7.9 percent to 7.5 percent. The single discount rate was changed from 7.9 percent to 7.5 percent. Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth and 2.50 percent for inflation.

Changes in plan provisions

2019 - The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The state's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

2018 - The augmentation adjustment in early retirement factors is eliminated over a five-year period starting July 1, 2019, resulting in actuarial equivalence after June 30, 2024. Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018. Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply. Contribution stabilizer provisions were repealed. Postretirement benefit increases were changed from 1.00 percent per year with a provision to increase to 2.50 percent upon attainment of 90.00 percent funding ratio to 50.00 percent of the Social Security Cost of Living Adjustment, not less than 1.00 percent and not more than 1.50 percent, beginning January 1, 2019. For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches normal retirement age; does not apply to Rule of 90 retirees, disability benefit recipients, or survivors. Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017 - The State's contribution for the Minneapolis Employees Retirement Fund equals \$16,000,000 in 2017 and 2018, and \$6,000,000 thereafter. The Employer Supplemental Contribution for the Minneapolis Employees Retirement Fund changed from \$21,000,000 to \$31,000,000 in calendar years 2019 to 2031. The state's contribution changed from \$16,000,000 to \$6,000,000 in calendar years 2019 to 2031.

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

City of Spring Grove, Minnesota  
 Required Supplementary Information (Continued)  
 For the Year End December 31, 2019

**Schedule of Employer's Share of PERA Net Pension Liability - Police and Fire Fund**

Fiscal Year Ending	City's Proportion of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability (a)	State's Proportionate Share of the Net Pension Liability Associated with the City (b)	Total (a+b)	City's Covered Payroll (c)	City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
6/30/2019	0.0119 %	\$ 126,688	\$ -	\$ 126,688	\$ 124,829	101.5 %	89.3 %
6/30/2018	0.0108	115,117	-	115,117	113,809	101.1	88.8
6/30/2017	0.0110	148,513	-	148,513	108,117	120.3	85.4
6/30/2016	0.0110	441,449	-	441,449	104,790	120.3	63.9
6/30/2015	0.0110	124,986	-	124,986	103,320	120.3	86.6

*Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.*

**Schedule of Employer's PERA Contributions - Police and Fire Fund**

Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	City's Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
12/31/2019	\$ 22,124	\$ 22,124	\$ -	\$ 130,523	16.95 %
12/31/2018	18,337	18,337	-	113,190	16.20
12/31/2017	19,180	19,180	-	118,398	16.20
12/31/2016	15,651	15,651	-	96,611	16.20
12/31/2015	15,808	15,808	-	97,580	16.20

*Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.*

City of Spring Grove, Minnesota  
Required Supplementary Information (Continued)  
For the Year End December 31, 2019

**Notes to the Required Supplementary Information - Public Employees Police and Fire Fund**

Changes in actuarial assumptions

2019 - The mortality projection scale was changed from MP-2017 to MP-2018.

2018 - The mortality projection scale was changed from MP-2016 to MP-2017. As set by statute, the assumed post-retirement benefit increase was changed from 1.0 percent per year through 2064 and 2.5 percent per year, thereafter, to 1.0 percent for all years, with no trigger.

2017 - Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34 percent lower than the previous rates. Assumed rates of retirement were changed, resulting in fewer retirements. The Combined Service Annuity (CSA) load was 30 percent for vested and non-vested deferred members. The CSA has been changed to 33 percent for vested members and 2 percent for non-vested members. The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the mortality tables assumed for healthy retirees. Assumed termination rates were decreased to 3.0 percent for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall. Assumed percentage of married female members was decreased from 65 percent to 60 percent. Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females. The assumed percentage of female members electing joint and survivor annuities was increased. The assumed post-retirement benefit increase rate was changed from 1.00 percent for all years to 1.00 percent per year through 2064 and 2.50 percent thereafter. The single discount rate was changed from 5.6 percent to 7.5 percent.

2016 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2037 and 2.5 percent per year thereafter to 1.0 percent per year for all future years. The assumed investment return was changed from 7.9 percent to 7.5 percent. The single discount rate was changed from 7.9 percent to 5.6 percent. The assumed future salary increases, payroll growth and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth and 2.50 percent for inflation.

2015 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2030 and 2.5 percent per year thereafter to 1.0 percent per year through 2037 and 2.5 percent per year thereafter.

Changes in plan provisions

2018 - As set by statute, the assumed post-retirement benefit increase was changed from 1.0 percent per year through 2064 and 2.5 percent per year, thereafter, to 1.0 percent for all years, with no trigger. An end date of July 1, 2048 was added to the existing \$9.0 million state contribution. New annual state aid will equal \$4.5 million in fiscal years 2019 and 2020, and \$9.0 million thereafter until the plan reaches 100 percent funding, or July 1, 2048, if earlier. Member contributions were changed from 10.80 percent to 11.30 percent of pay, effective January 1, 2019 and 11.80 percent of pay, effective January 1, 2020. Employer contributions were changed from 16.20 percent to 16.95 percent of pay, effective January 1, 2019 and 17.70 percent of pay, effective January 1, 2020. Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018. Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply. Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

City of Spring Grove, Minnesota  
 Required Supplementary Information (Continued)  
 For the Year End December 31, 2019

**Notes to the Required Supplementary Information - Public Employees Police and Fire Fund (Continued)**

2017- Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34 percent lower than the previous rates. Assumed rates of retirement were changed, resulting in fewer retirements. The combined service annuity (CSA) load was 30.00 percent for vested and non-vested members. The CSA has been changed to 33.00 percent for vested members and 2.00 percent for non-vested members. The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the mortality tables assumed for healthy retirees. Assumed termination rates were decreased to 3.00 percent for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall. Assumed percentage of married female members was decreased from 65.00 percent to 60.00 percent. Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females. The assumed percentage of female members electing joint and survivor annuities was increased. The assumed postretirement benefit increase rate was changed from 1.00 percent for all years to 1.00 percent per year through 2064 and 2.50 percent thereafter. The single discount rate was changed from 5.60 percent per annum to 7.50 percent per annum.

2015 - The post-retirement benefit increase to be paid after attainment of the 90 percent funding threshold was changed, from inflation up to 2.5 percent, to a fixed rate of 2.5 percent.

**Schedule of Changes in the Fire Relief Association's Net Pension Liability (Asset) and Related Ratios**

	2019 (Fire Relief Report Date 2018)	2018 (Fire Relief Report Date 2017)
<b>Total Pension Liability</b>		
Service cost	\$ 7,859	\$ 7,679
Interest on pension liability (asset)	9,493	10,317
Actuarial experience (gains)/losses	10,130	(23,423)
Benefit payments	(17,000)	-
<b>Net Change in Total Pension Liability</b>	<u>10,482</u>	<u>(5,427)</u>
<b>Total Pension Liability - January 1</b>	<u>158,842</u>	<u>164,269</u>
<b>Total Pension Liability - December 31 (a)</b>	<u><u>\$ 169,324</u></u>	<u><u>\$ 158,842</u></u>
<b>Plan Fiduciary Net Position</b>		
Nonemployer contributions	\$ 15,978	\$ 16,529
Projected investment return	14,696	14,345
Gain (loss)	29,007	(24,105)
Benefit payments	(17,000)	-
Administrative expenses	(1,005)	(914)
<b>Net Change in Plan Fiduciary Net Position</b>	<u>41,676</u>	<u>5,855</u>
<b>Plan Fiduciary Net Position - January 1</b>	<u>244,931</u>	<u>239,076</u>
<b>Plan Fiduciary Net Position - December 31 (b)</b>	<u><u>\$ 286,607</u></u>	<u><u>\$ 244,931</u></u>
<b>Fire Relief's Net Pension Liability (Asset) - December 31 (a-b)</b>	<u><u>\$ (117,283)</u></u>	<u><u>\$ (86,089)</u></u>
<b>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability (b/a)</b>	169.27%	154.20%
<b>Covered Payroll</b>	N/A	N/A
<b>Fire Relief's Net Pension Liability (Asset) as a Percentage of Covered Payroll</b>	N/A	N/A

*Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.*



COMBINING AND INDIVIDUAL FUND  
FINANCIAL STATEMENTS AND SCHEDULES

CITY OF SPRING GROVE  
SPRING GROVE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

City of Spring Grove, Minnesota  
 Nonmajor Governmental Funds  
 Combining Balance Sheet  
 December 31, 2019

	Nonmajor Special Revenue	Nonmajor Capital Projects	Totals
<b>Assets</b>			
Cash and temporary investments	\$ 502,764	\$ 496,823	\$ 999,587
Delinquent taxes	155	-	155
Receivables			
Accounts	2,901	-	2,901
Loans, net of allowance	143,349	-	143,349
Advances to other funds	-	36,999	36,999
Prepaid items	158	-	158
	<u>\$ 649,327</u>	<u>\$ 533,822</u>	<u>\$ 1,183,149</u>
<b>Liabilities</b>			
Accounts payable	\$ 13,943	\$ 224	\$ 14,167
Due to other governments	77	-	77
Accrued salaries payable	1,298	-	1,298
Unearned revenue	500	-	500
Total Liabilities	<u>15,818</u>	<u>224</u>	<u>16,042</u>
<b>Deferred Inflows of Resources</b>			
Unavailable revenue			
Delinquent taxes	155	-	155
	<u>155</u>	<u>-</u>	<u>155</u>
<b>Fund Balances</b>			
Nonspendable			
Prepaid items	158	-	158
Restricted			
Economic development	240,018	-	240,018
Law enforcement	-	3,399	3,399
Committed			
Economic development	84,216	146,054	230,270
Community building operations	305	-	305
Cable TV operations	14,251	-	14,251
Library operations	294,406	30,390	324,796
Assigned			
Capital purchases	-	353,755	353,755
Total Fund Balances	<u>633,354</u>	<u>533,598</u>	<u>1,166,952</u>
	<u>\$ 649,327</u>	<u>\$ 533,822</u>	<u>\$ 1,183,149</u>
<b>Total Liabilities and Fund Balances</b>			
	<u>\$ 649,327</u>	<u>\$ 533,822</u>	<u>\$ 1,183,149</u>

City of Spring Grove, Minnesota  
 Nonmajor Governmental Funds  
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2019

	Nonmajor Special Revenue	Nonmajor Capital Projects	Totals
Revenues			
Taxes	\$ 36,027	\$ -	\$ 36,027
Intergovernmental	17,910	167,715	185,625
Charges for services	-	26,765	26,765
Investment earnings	7,113	10,012	17,125
Miscellaneous	56,424	3,525	59,949
Total Revenues	117,474	208,017	325,491
Expenditures			
Current			
Public safety	-	2,610	2,610
Culture and recreation	152,569	-	152,569
Economic development	95,160	-	95,160
Miscellaneous	5,514	8,566	14,080
Capital outlay			
Public safety	-	230,041	230,041
Culture and recreation	27,864	-	27,864
Total Expenditures	281,107	241,217	522,324
Deficiency of Revenues Over (Under) Expenditures	(163,633)	(33,200)	(196,833)
Other Financing Sources (Uses)			
Sale of capital assets	-	10,000	10,000
Transfers in	211,683	115,358	327,041
Transfers out	(24,161)	(229,684)	(253,845)
Total Other Financing Sources (Uses)	187,522	(104,326)	83,196
Net Change in Fund Balances	23,889	(137,526)	(113,637)
Fund Balances, January 1	609,465	671,124	1,280,589
Fund Balances, December 31	\$ 633,354	\$ 533,598	\$ 1,166,952

City of Spring Grove, Minnesota  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2019

	<b>260/265</b>	<b>270</b>	<b>290</b>	<b>295</b>
	Small Cities Grants	Community Building	Economic Development Authority	EDA Revolving Loan
<b>Assets</b>				
Cash and temporary investments	\$ 96,669	\$ 2,638	\$ 11,919	\$ 72,347
Delinquent taxes	-	-	-	-
Receivables				
Accounts	-	-	-	-
Loans, net of allowance	-	-	-	143,349
Prepaid items	-	-	-	-
<b>Total Assets</b>	<b><u>\$ 96,669</u></b>	<b><u>\$ 2,638</u></b>	<b><u>\$ 11,919</u></b>	<b><u>\$ 215,696</u></b>
<b>Liabilities</b>				
Accounts payable	\$ -	\$ 1,606	\$ 50	\$ -
Due to other governments	-	77	-	-
Accrued salaries payable	-	150	-	-
Unearned revenue	-	500	-	-
<b>Total Liabilities</b>	<b><u>-</u></b>	<b><u>2,333</u></b>	<b><u>50</u></b>	<b><u>-</u></b>
<b>Deferred Inflows of Resources</b>				
Unavailable revenue				
Delinquent taxes	-	-	-	-
<b>Fund Balances</b>				
<b>Nonspendable</b>				
Prepaid items	-	-	-	-
<b>Restricted</b>				
Economic development	96,669	-	-	143,349
<b>Committed</b>				
Economic development	-	-	11,869	72,347
Community building operations	-	305	-	-
Cable TV operations	-	-	-	-
Library operations	-	-	-	-
<b>Total Fund Balances</b>	<b><u>96,669</u></b>	<b><u>305</u></b>	<b><u>11,869</u></b>	<b><u>215,696</u></b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b><u>\$ 96,669</u></b>	<b><u>\$ 2,638</u></b>	<b><u>\$ 11,919</u></b>	<b><u>\$ 215,696</u></b>

<b>318</b>	<b>330</b>	<b>610</b>	<b>630</b>	
Bender Tax Increment District 1-2	LaX Fabricating Tax Abatement	Cable TV	Library	Total Nonmajor Funds
\$ -	\$ -	\$ 11,350	\$ 307,841	\$ 502,764
155	-	-	-	155
-	-	2,901	-	2,901
-	-	-	-	143,349
-	-	-	158	158
<u>\$ 155</u>	<u>\$ -</u>	<u>\$ 14,251</u>	<u>\$ 307,999</u>	<u>\$ 649,327</u>
\$ -	\$ -	\$ -	\$ 12,287	\$ 13,943
-	-	-	-	77
-	-	-	1,148	1,298
-	-	-	-	500
-	-	-	13,435	15,818
<u>155</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>155</u>
-	-	-	158	158
-	-	-	-	240,018
-	-	-	-	84,216
-	-	-	-	305
-	-	14,251	-	14,251
-	-	-	294,406	294,406
-	-	14,251	294,564	633,354
<u>\$ 155</u>	<u>\$ -</u>	<u>\$ 14,251</u>	<u>\$ 307,999</u>	<u>\$ 649,327</u>

City of Spring Grove, Minnesota  
 Nonmajor Special Revenue Funds  
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2019

	260/265	270	290	295
	Small Cities Grants	Community Building	Economic Development Authority	EDA Revolving Loan
<b>Revenues</b>				
Taxes				
Tax increments	\$ -	\$ -	\$ -	\$ -
Franchise fees	-	-	-	-
Intergovernmental				
County library aid	-	-	-	-
Investment earnings	360	14	77	2,498
Miscellaneous				
Rents	-	7,658	-	-
Contributions and donations	-	100	8,600	-
Other	3,600	-	-	-
Total Revenues	<u>3,960</u>	<u>7,772</u>	<u>8,677</u>	<u>2,498</u>
<b>Expenditures</b>				
Current				
Culture and recreation	-	26,852	-	-
Economic development	-	-	82,755	6,039
Miscellaneous	-	-	-	-
Capital outlay				
Culture and recreation	-	23,154	-	-
Total Expenditures	<u>-</u>	<u>50,006</u>	<u>82,755</u>	<u>6,039</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>				
	<u>3,960</u>	<u>(42,234)</u>	<u>(74,078)</u>	<u>(3,541)</u>
<b>Other Financing Sources (Uses)</b>				
Transfers in	-	43,817	58,500	-
Transfers out	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>43,817</u>	<u>58,500</u>	<u>-</u>
<b>Net Change in Fund Balances</b>	3,960	1,583	(15,578)	(3,541)
<b>Fund Balances, January 1</b>	<u>92,709</u>	<u>(1,278)</u>	<u>27,447</u>	<u>219,237</u>
<b>Fund Balances, December 31</b>	<u>\$ 96,669</u>	<u>\$ 305</u>	<u>\$ 11,869</u>	<u>\$ 215,696</u>

318	330	610	630	
Bender Tax Increment District 1-2	LaX Fabricating Tax Abatement	Cable TV	Library	Total Nonmajor Funds
\$ 24,150	\$ -	\$ -	\$ -	\$ 24,150
-	-	11,877	-	11,877
-	-	-	17,910	17,910
11	-	21	4,132	7,113
-	-	-	-	7,658
-	-	-	36,000	44,700
-	-	-	466	4,066
<u>24,161</u>	<u>-</u>	<u>11,898</u>	<u>58,508</u>	<u>117,474</u>
-	-	-	125,717	152,569
-	6,366	-	-	95,160
-	-	5,514	-	5,514
-	-	-	4,710	27,864
<u>-</u>	<u>6,366</u>	<u>5,514</u>	<u>130,427</u>	<u>281,107</u>
<u>24,161</u>	<u>(6,366)</u>	<u>6,384</u>	<u>(71,919)</u>	<u>(163,633)</u>
-	6,366	-	103,000	211,683
(24,161)	-	-	-	(24,161)
<u>(24,161)</u>	<u>6,366</u>	<u>-</u>	<u>103,000</u>	<u>187,522</u>
-	-	6,384	31,081	23,889
-	-	7,867	263,483	609,465
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,251</u>	<u>\$ 294,564</u>	<u>\$ 633,354</u>

City of Spring Grove, Minnesota  
Community Building Fund  
Schedule of Revenues, Expenditures and Changes in Fund Balances -  
Budget and Actual  
For the Year Ended December 31, 2019  
(With Comparative Actual Amounts for the Year Ended December 31, 2018)

	2019				2018
	Budgeted Amounts		Actual Amounts	Variance with Final Budget	Actual Amounts
	Original	Final			
Revenues					
Investment earnings	\$ -	\$ -	\$ 14	\$ 14	\$ -
Miscellaneous					
Rents	5,000	5,000	7,658	2,658	5,982
Contributions and donations	-	-	100	100	100
Total Revenues	<u>5,000</u>	<u>5,000</u>	<u>7,772</u>	<u>2,772</u>	<u>6,082</u>
Expenditures					
Current					
Culture and recreation					
Personal services	4,406	4,406	5,251	(845)	4,156
Supplies	6,800	6,800	5,023	1,777	5,789
Other services and charges	15,150	15,150	16,578	(1,428)	16,920
Capital outlay					
Culture and recreation	15,000	15,000	23,154	(8,154)	4,253
Total Expenditures	<u>41,356</u>	<u>41,356</u>	<u>50,006</u>	<u>(8,650)</u>	<u>31,118</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(36,356)	(36,356)	(42,234)	(5,878)	(25,036)
Other Financing Sources					
Transfers in	<u>36,500</u>	<u>36,500</u>	<u>43,817</u>	<u>7,317</u>	<u>24,688</u>
Net Change in Fund Balances	144	144	1,583	1,439	(348)
Fund Balances, January 1	<u>(1,278)</u>	<u>(1,278)</u>	<u>(1,278)</u>	<u>-</u>	<u>(930)</u>
Fund Balances, December 31	<u>\$ (1,134)</u>	<u>\$ (1,134)</u>	<u>\$ 305</u>	<u>\$ 1,439</u>	<u>\$ (1,278)</u>



City of Spring Grove, Minnesota  
Cable TV Fund  
Schedule of Revenues, Expenditures and Changes in Fund Balances -  
Budget and Actual  
For the Year Ended December 31, 2019  
(With Comparative Actual Amounts for the Year Ended December 31, 2018)

	2019				2018
	Budgeted Amounts		Actual Amounts	Variance with Final Budget	Actual Amounts
	Original	Final			
Revenues					
Taxes					
Franchise fees	\$ 11,500	\$ 11,500	\$ 11,877	\$ 377	\$ 10,889
Investment earnings	10	10	21	11	11
Total Revenues	<u>11,510</u>	<u>11,510</u>	<u>11,898</u>	<u>388</u>	<u>10,900</u>
Expenditures					
Current					
Miscellaneous					
Personal services	6,071	6,071	5,514	557	7,531
Capital outlay					
Miscellaneous	5,439	5,439	-	5,439	158
Total Expenditures	<u>11,510</u>	<u>11,510</u>	<u>5,514</u>	<u>5,996</u>	<u>7,689</u>
Net Change in Fund Balances	-	-	6,384	6,384	3,211
Fund Balances, January 1	<u>7,867</u>	<u>7,867</u>	<u>7,867</u>	-	<u>4,656</u>
Fund Balances, December 31	<u>\$ 7,867</u>	<u>\$ 7,867</u>	<u>\$ 14,251</u>	<u>\$ 6,384</u>	<u>\$ 7,867</u>

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City of Spring Grove, Minnesota  
Library Fund  
Schedule of Revenues, Expenditures and Changes in Fund Balances -  
Budget and Actual  
For the Year Ended December 31, 2019  
(With Comparative Actual Amounts for the Year Ended December 31, 2018)

	2019				2018
	Budgeted Amounts		Actual Amounts	Variance with Final Budget	Actual Amounts
	Original	Final			
Revenues					
Intergovernmental					
County library aid	\$ 15,000	\$ 15,000	\$ 17,910	\$ 2,910	\$ 16,475
Investment earnings	500	500	4,132	3,632	956
Miscellaneous					
Contributions and donations	36,000	36,000	36,000	-	27,500
Other	-	-	466	466	182
Total Revenues	<u>51,500</u>	<u>51,500</u>	<u>58,508</u>	<u>7,008</u>	<u>45,113</u>
Expenditures					
Current					
Culture and recreation					
Library					
Personal services	73,449	73,449	66,425	7,024	65,057
Supplies	1,663	1,663	1,435	228	1,051
Other services and charges	81,873	81,873	57,857	24,016	57,217
Capital outlay					
Culture and recreation	12,600	12,600	4,710	7,890	6,720
Total Expenditures	<u>169,585</u>	<u>169,585</u>	<u>130,427</u>	<u>39,158</u>	<u>130,045</u>
Deficiency of Revenues					
Over (Under) Expenditures	(118,085)	(118,085)	(71,919)	46,166	(84,932)
Other Financing Sources					
Transfers in	103,000	103,000	103,000	-	103,000
Net Change in Fund Balances	(15,085)	(15,085)	31,081	46,166	18,068
Fund Balances, January 1	263,483	263,483	263,483	-	245,415
Fund Balances, December 31	<u>\$ 248,398</u>	<u>\$ 248,398</u>	<u>\$ 294,564</u>	<u>\$ 46,166</u>	<u>\$ 263,483</u>

City of Spring Grove, Minnesota  
 Nonmajor Capital Projects Funds  
 Combining Balance Sheet  
 December 31, 2019

	405	420	425	430
	Fire Equipment	Police Forfeiture	Streets	Aquatic Center
<b>Assets</b>				
Cash and temporary investments	\$ 78,320	\$ 3,399	\$ 9,051	\$ 181,491
Advances to other funds	-	-	-	36,999
<b>Total Assets</b>	<b><u>\$ 78,320</u></b>	<b><u>\$ 3,399</u></b>	<b><u>\$ 9,051</u></b>	<b><u>\$ 218,490</u></b>
<b>Liabilities</b>				
Accounts payable	\$ 224	\$ -	\$ -	\$ -
<b>Fund Balances</b>				
<b>Restricted</b>				
Law enforcement	-	3,399	-	-
<b>Committed</b>				
Fire equipment	65,992	-	-	-
Future projects	-	-	-	-
<b>Assigned</b>				
Capital purchases	12,104	-	9,051	218,490
<b>Total Fund Balances</b>	<b><u>78,096</u></b>	<b><u>3,399</u></b>	<b><u>9,051</u></b>	<b><u>218,490</u></b>
<b>Total Liabilities and Fund Balances</b>	<b><u>\$ 78,320</u></b>	<b><u>\$ 3,399</u></b>	<b><u>\$ 9,051</u></b>	<b><u>\$ 218,490</u></b>

<b>435</b>	<b>460</b>	<b>475</b>	<b>476</b>	
Vehicle Replacement	Contingency	Conservation Improvements	Commercial Conservation Improvements	Total Nonmajor Funds
\$ 182,345	\$ 10,183	\$ 17,745	\$ 14,289	\$ 496,823
-	-	-	-	36,999
<u>\$ 182,345</u>	<u>\$ 10,183</u>	<u>\$ 17,745</u>	<u>\$ 14,289</u>	<u>\$ 533,822</u>
\$ -	\$ -	\$ -	\$ -	\$ 224
-	-	-	-	3,399
80,062	-	-	-	146,054
-	-	16,101	14,289	30,390
<u>102,283</u>	<u>10,183</u>	<u>1,644</u>	<u>-</u>	<u>353,755</u>
<u>182,345</u>	<u>10,183</u>	<u>17,745</u>	<u>14,289</u>	<u>533,598</u>
<u>\$ 182,345</u>	<u>\$ 10,183</u>	<u>\$ 17,745</u>	<u>\$ 14,289</u>	<u>\$ 533,822</u>

City of Spring Grove, Minnesota  
 Nonmajor Capital Projects Funds  
 Combining Statement of Revenues, Expenditures  
 and Changes in Fund Balances  
 For the Year Ended December 31, 2019

	<b>405</b>	<b>420</b>	<b>425</b>	<b>430</b>
	Fire Equipment	Police Forfeiture	Streets	Aquatic Center
<b>Revenues</b>				
Intergovernmental				
Other Federal grant	\$ 163,067	\$ -	\$ -	\$ -
Other State grant	4,648	-	-	-
Charges for services				
Public works	-	-	26,765	-
Interest earnings	203	8	812	5,249
Miscellaneous				
Contributions and donations	3,525	-	-	-
<b>Total Revenues</b>	<u>171,443</u>	<u>8</u>	<u>27,577</u>	<u>5,249</u>
<b>Expenditures</b>				
Current				
Public safety	2,610	-	-	-
Miscellaneous	-	-	-	-
Capital outlay				
Public safety	230,041	-	-	-
<b>Total Expenditures</b>	<u>232,651</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(61,208)</u>	<u>8</u>	<u>27,577</u>	<u>5,249</u>
<b>Other Financing Sources (Uses)</b>				
Sale of capital assets	-	-	-	-
Transfers in	78,000	-	-	-
Transfers out	-	-	(95,606)	(49,450)
<b>Total Other Financing Sources (Uses)</b>	<u>78,000</u>	<u>-</u>	<u>(95,606)</u>	<u>(49,450)</u>
Net Change in Fund Balances	16,792	8	(68,029)	(44,201)
Fund Balances, January 1	<u>61,304</u>	<u>3,391</u>	<u>77,080</u>	<u>262,691</u>
Fund Balances, December 31	<u>\$ 78,096</u>	<u>\$ 3,399</u>	<u>\$ 9,051</u>	<u>\$ 218,490</u>

<b>435</b>	<b>460</b>	<b>475</b>	<b>476</b>	<b>Total</b>
<b>Vehicle Replacement</b>	<b>Contingency</b>	<b>Conservation Improvements</b>	<b>Commercial Conservation Improvements</b>	<b>Nonmajor Funds</b>
\$ -	\$ -	\$ -	\$ -	\$ 163,067
-	-	-	-	4,648
-	-	-	-	26,765
3,235	344	40	121	10,012
-	-	-	-	3,525
<u>3,235</u>	<u>344</u>	<u>40</u>	<u>121</u>	<u>208,017</u>
-	-	-	-	2,610
-	-	4,616	3,950	8,566
-	-	-	-	230,041
<u>-</u>	<u>-</u>	<u>4,616</u>	<u>3,950</u>	<u>241,217</u>
<u>3,235</u>	<u>344</u>	<u>(4,576)</u>	<u>(3,829)</u>	<u>(33,200)</u>
10,000	-	-	-	10,000
25,000	-	6,179	6,179	115,358
(56,628)	(28,000)	-	-	(229,684)
<u>(21,628)</u>	<u>(28,000)</u>	<u>6,179</u>	<u>6,179</u>	<u>(104,326)</u>
(18,393)	(27,656)	1,603	2,350	(137,526)
<u>200,738</u>	<u>37,839</u>	<u>16,142</u>	<u>11,939</u>	<u>671,124</u>
<u>\$ 182,345</u>	<u>\$ 10,183</u>	<u>\$ 17,745</u>	<u>\$ 14,289</u>	<u>\$ 533,598</u>

City of Spring Grove, Minnesota  
 General Fund  
 Comparative Balance Sheets  
 December 31, 2019 and 2018

	2019	2018
<b>Assets</b>		
Cash and cash equivalents	\$ 467,907	\$ 596,627
Receivables		
Delinquent taxes	12,590	10,161
Accounts	7,814	16,101
Intergovernmental	50,534	15,148
Prepaid items	18,727	17,989
Total Assets	\$ 557,572	\$ 656,026
<b>Liabilities</b>		
Accounts payable	\$ 68,351	\$ 19,986
Due to other governments	5,113	163
Accrued salaries payable	9,078	8,665
Unearned revenue	200	-
Total Liabilities	82,742	28,814
<b>Deferred Inflows of Resources</b>		
Unavailable revenue		
Delinquent taxes	12,590	10,161
<b>Fund Balances</b>		
Nonspendable		
Prepaid items	18,727	17,989
Unassigned	443,513	599,062
Total Fund Balances	462,240	617,051
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 557,572	\$ 656,026



City of Spring Grove, Minnesota  
General Fund  
Schedule of Revenues, Expenditures and Changes in Fund Balances -  
Budget and Actual (Continued on the Following Pages)  
For the Year Ended December 31, 2019  
(With Comparative Actual Amounts for the Year Ended December 31, 2018)

	2019			Variance with Final Budget	2018
	Budgeted Amounts		Actual Amounts		Actual Amounts
	Original	Final			
Revenues					
Taxes					
Property taxes	\$ 386,080	\$ 386,080	\$ 469,353	\$ 83,273	\$ 483,587
Licenses and permits					
Business	3,300	3,300	5,020	1,720	4,200
Nonbusiness	1,000	1,000	2,232	1,232	1,602
Total Licenses and Permits	4,300	4,300	7,252	2,952	5,802
Intergovernmental					
State					
Local government aid	430,457	430,457	430,457	-	429,716
Property tax credits and aids	-	-	153	153	155
Fire aid	12,500	12,500	-	(12,500)	-
Police aid	15,625	15,625	19,190	3,565	16,414
Other State aids	15,665	15,665	207,898	192,233	17,238
County					
Other County aids	-	-	2,000	2,000	-
Total Intergovernmental	474,247	474,247	659,698	185,451	463,523
Charges for services					
General government	-	-	43	43	-
Public safety	13,000	13,000	35,183	22,183	8,382
Public works	22,250	22,250	79,275	57,025	70,497
Culture and recreation	77,700	77,700	76,469	(1,231)	76,000
Total Charges for Services	112,950	112,950	190,970	78,020	154,879
Fines and forfeits	6,000	6,000	5,736	(264)	5,728
Investment earnings	1,500	1,500	6,276	4,776	3,266
Miscellaneous					
Rents	7,000	7,000	7,307	307	6,886
Contributions and donations	5,500	5,500	11,178	5,678	15,825
Other	19,000	19,000	24,508	5,508	21,022
Total Miscellaneous	31,500	31,500	42,993	11,493	43,733
Total Revenues	1,016,577	1,016,577	1,382,278	365,701	1,160,518

City of Spring Grove, Minnesota  
General Fund  
Schedule of Revenues, Expenditures and Changes in Fund Balances -  
Budget and Actual (Continued)  
For the Year Ended December 31, 2019  
(With Comparative Actual Amounts for the Year Ended December 31, 2018)

	2019			2018	
	Budgeted Amounts		Actual Amounts	Variance with Final Budget	Actual Amounts
	Original	Final			
Expenditures					
Current					
General government					
Mayor and Council					
Personal services	\$ 8,712	\$ 8,712	\$ 8,695	\$ 17	\$ 6,010
Other services and charges	7,950	7,950	7,276	674	6,975
Total Mayor and Council	<u>16,662</u>	<u>16,662</u>	<u>15,971</u>	<u>691</u>	<u>12,985</u>
Election					
Personal services	-	-	-	-	1,708
Supplies	-	-	-	-	970
Other services and charges	-	-	-	-	469
Total Election	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,147</u>
Administration					
Personal services	238,261	238,261	173,921	64,340	178,587
Supplies	2,900	2,900	4,624	(1,724)	3,046
Other services and charges	98,100	98,100	100,548	(2,448)	80,801
Total Administration	<u>339,261</u>	<u>339,261</u>	<u>279,093</u>	<u>60,168</u>	<u>262,434</u>
Total General Government	<u>355,923</u>	<u>355,923</u>	<u>295,064</u>	<u>60,859</u>	<u>278,566</u>
Public safety					
Police					
Personal services	232,165	232,165	207,927	24,238	181,156
Supplies	11,750	11,750	6,697	5,053	7,561
Other services and charges	27,100	27,100	23,316	3,784	19,940
Total Police	<u>271,015</u>	<u>271,015</u>	<u>237,940</u>	<u>33,075</u>	<u>208,657</u>
Fire					
Personal services	20,536	20,536	12,860	7,676	13,906
Supplies	8,450	8,450	5,644	2,806	5,593
Other services and charges	27,100	27,100	27,837	(737)	17,625
Total Fire	<u>56,086</u>	<u>56,086</u>	<u>46,341</u>	<u>9,745</u>	<u>37,124</u>
Ambulance					
Other services and charges	8,000	8,000	7,824	176	7,824
Animal control					
Other services and charges	2,500	2,500	2,019	481	2,500
Civil defense					
Supplies	500	500	-	500	2,234
Total Public Safety	<u>338,101</u>	<u>338,101</u>	<u>294,124</u>	<u>43,977</u>	<u>258,339</u>

City of Spring Grove, Minnesota  
General Fund  
Schedule of Revenues, Expenditures and Changes in Fund Balances -  
Budget and Actual (Continued)  
For the Year Ended December 31, 2019  
(With Comparative Actual Amounts for the Year Ended December 31, 2018)

	2019			Variance with Final Budget	2018
	Budgeted Amounts		Actual		Actual
	Original	Final	Amounts		Amounts
Expenditures (continued)					
Current (continued)					
Public works					
Street maintenance					
Personal services	\$ 77,606	\$ 77,606	\$ 80,943	\$ (3,337)	\$ 83,886
Supplies	36,200	36,200	42,079	(5,879)	58,671
Other services and charges	16,400	16,400	17,164	(764)	16,988
Total Street Maintenance	<u>130,206</u>	<u>130,206</u>	<u>140,186</u>	<u>(9,980)</u>	<u>159,545</u>
Recycling					
Other services	-	-	48,926	(48,926)	41,864
Total Public Works	<u>130,206</u>	<u>130,206</u>	<u>189,112</u>	<u>(58,906)</u>	<u>201,409</u>
Culture and recreation					
Summer recreation					
Personal services	11,842	11,842	9,087	2,755	11,965
Supplies	900	900	875	25	850
Other services and charges	2,300	2,300	1,142	1,158	1,809
Total Summer Recreation	<u>15,042</u>	<u>15,042</u>	<u>11,104</u>	<u>3,938</u>	<u>14,624</u>
Swimming pool					
Personal services	73,773	73,773	83,544	(9,771)	74,240
Supplies	16,400	16,400	29,780	(13,380)	16,452
Other services and charges	37,250	37,250	58,970	(21,720)	37,370
Total Swimming Pool	<u>127,423</u>	<u>127,423</u>	<u>172,294</u>	<u>(44,871)</u>	<u>128,062</u>
Parks					
Personal services	300	300	676	(376)	656
Supplies	8,700	8,700	10,794	(2,094)	14,442
Other services and charges	17,175	17,175	28,452	(11,277)	27,900
Total Parks	<u>26,175</u>	<u>26,175</u>	<u>39,922</u>	<u>(13,747)</u>	<u>42,998</u>
Total Culture and Recreation	<u>168,640</u>	<u>168,640</u>	<u>223,320</u>	<u>(54,680)</u>	<u>185,684</u>
Total Current	<u>992,870</u>	<u>992,870</u>	<u>1,001,620</u>	<u>(8,750)</u>	<u>923,998</u>

City of Spring Grove, Minnesota  
 General Fund  
 Schedule of Revenues, Expenditures and Changes in Fund Balances -  
 Budget and Actual (Continued)  
 For the Year Ended December 31, 2019  
 (With Comparative Actual Amounts for the Year Ended December 31, 2018)

	2019			Variance with Final Budget	2018
	Budgeted Amounts		Actual Amounts		Actual Amounts
	Original	Final			
Expenditures (continued)					
Capital outlay					
General government	\$ 10,000	\$ 10,000	\$ 11,010	\$ (1,010)	\$ 3,316
Public safety	60,000	60,000	154,960	(94,960)	98,070
Public works	350,000	350,000	767,315	(417,315)	293,355
Culture and recreation	22,500	22,500	44,435	(21,935)	64,796
Total Capital Outlay	<u>442,500</u>	<u>442,500</u>	<u>977,720</u>	<u>(535,220)</u>	<u>459,537</u>
Total Expenditures	<u>1,435,370</u>	<u>1,435,370</u>	<u>1,979,340</u>	<u>(543,970)</u>	<u>1,383,535</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(418,793)</u>	<u>(418,793)</u>	<u>(597,062)</u>	<u>(178,269)</u>	<u>(223,017)</u>
Other Financing Sources (Uses)					
Transfers in	576,700	576,700	728,934	152,234	319,125
Transfers out	-	-	(286,683)	(286,683)	(275,402)
Total Other Financing Sources (Uses)	<u>576,700</u>	<u>576,700</u>	<u>442,251</u>	<u>(134,449)</u>	<u>43,723</u>
Net Change in Fund Balances	157,907	157,907	(154,811)	(312,718)	(179,294)
Fund Balances, January 1	<u>617,051</u>	<u>617,051</u>	<u>617,051</u>	<u>-</u>	<u>796,345</u>
Fund Balances, December 31	<u>\$ 774,958</u>	<u>\$ 774,958</u>	<u>\$ 462,240</u>	<u>\$ (312,718)</u>	<u>\$ 617,051</u>

City of Spring Grove, Minnesota  
Debt Service Funds  
Combining Balance Sheet  
December 31, 2019

	<b>315</b>	<b>354</b>	<b>319</b>	<b>320</b>	
	2012A Tax Abatement Bonds	2013A G.O. Improvement Bonds	2015A Tax Increment Refunding Bonds	2002 Taxable EDA Revenue Bonds	Total
<b>Assets</b>					
Cash and temporary investments	\$ 115,140	\$ 329,061	\$ 60,322	\$ 10,042	\$ 514,565
Receivables					
Delinquent taxes	2,423	691	373	-	3,487
Special assessments					
Noncurrent	-	75,370	5,203	-	80,573
Intergovernmental	3,062	819	8,791	-	12,672
Prepaid items	-	-	-	85	85
	<u>-</u>	<u>-</u>	<u>-</u>	<u>85</u>	<u>85</u>
Total Assets	<u>\$ 120,625</u>	<u>\$ 405,941</u>	<u>\$ 74,689</u>	<u>\$ 10,127</u>	<u>\$ 611,382</u>
<b>Liabilities</b>					
Advances from other funds	\$ -	\$ -	\$ -	\$ 36,999	\$ 36,999
<b>Deferred Inflow of Resources</b>					
Unavailable revenue					
Delinquent taxes	2,423	691	373	-	3,487
Special assessments	-	75,370	5,203	-	80,573
Total Deferred Inflows of Resources	<u>2,423</u>	<u>76,061</u>	<u>5,576</u>	<u>-</u>	<u>84,060</u>
<b>Fund Balances</b>					
Nonspendable					
Prepaid items	-	-	-	85	85
Restricted					
Debt service	118,202	329,880	69,113	(26,957)	490,238
Total Fund Balances	<u>118,202</u>	<u>329,880</u>	<u>69,113</u>	<u>(26,872)</u>	<u>490,323</u>
	<u>\$ 120,625</u>	<u>\$ 405,941</u>	<u>\$ 74,689</u>	<u>\$ 10,127</u>	<u>\$ 611,382</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 120,625</u>	<u>\$ 405,941</u>	<u>\$ 74,689</u>	<u>\$ 10,127</u>	<u>\$ 611,382</u>

City of Spring Grove, Minnesota  
Debt Service Funds  
Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Year Ended December 31, 2019

	<b>315</b> 2012A Tax Abatement Bonds	<b>354</b> 2013A G.O. Improvement Bonds	<b>319</b> 2015A Tax Increment Refunding Bonds	<b>320</b> 2002 Taxable EDA Revenue Bonds	Total
Revenues					
Taxes					
Property taxes	\$ 97,788	\$ 25,179	\$ 24,915	\$ -	\$ 147,882
Excess tax increments	-	-	10,281	-	10,281
Special assessments	-	6,420	8,687	-	15,107
Investment earnings	77	1,927	59	32	2,095
Miscellaneous					
Rents	-	-	-	12,000	12,000
Other	-	-	18,399	-	18,399
Total Revenues	<u>97,865</u>	<u>33,526</u>	<u>62,341</u>	<u>12,032</u>	<u>205,764</u>
Expenditures					
Current					
Economic development	-	-	20,792	3,094	23,886
Debt service					
Principal	100,000	30,000	53,000	-	183,000
Interest and other costs	21,169	19,073	5,749	1,743	47,734
Total Expenditures	<u>121,169</u>	<u>49,073</u>	<u>79,541</u>	<u>4,837</u>	<u>254,620</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(23,304)	(15,547)	(17,200)	7,195	(48,856)
Other Financing Sources					
Transfers in	<u>49,450</u>	<u>-</u>	<u>24,161</u>	<u>-</u>	<u>73,611</u>
Net Change in Fund Balances	26,146	(15,547)	6,961	7,195	24,755
Fund Balances, January 1	<u>92,056</u>	<u>345,427</u>	<u>62,152</u>	<u>(34,067)</u>	<u>465,568</u>
Fund Balances, December 31	<u>\$ 118,202</u>	<u>\$ 329,880</u>	<u>\$ 69,113</u>	<u>\$ (26,872)</u>	<u>\$ 490,323</u>

City of Spring Grove, Minnesota  
 Summary Financial Report  
 Revenues and Expenditures for General Operations  
 Governmental Funds  
 For the Years Ended December 31, 2019 and 2018

	Total		Percent Increase (Decrease)
	2019	2018	
<b>Revenues</b>			
Taxes	\$ 673,763	\$ 652,011	3.34 %
Special assessments	15,107	10,265	47.17
Licenses and permits	7,252	5,802	24.99
Intergovernmental	845,323	479,998	76.11
Charges for services	217,735	161,494	34.83
Fines and forfeits	5,736	5,728	0.14
Investment earnings	25,496	11,503	121.65
Miscellaneous	133,341	159,738	(16.53)
<b>Total Revenues</b>	<b>\$ 1,923,753</b>	<b>\$ 1,486,539</b>	<b>29.41 %</b>
Per capita	\$ 1,490	\$ 1,143	30.31 %
<b>Expenditures</b>			
<b>Current</b>			
General government	\$ 295,064	\$ 278,566	5.92 %
Public safety	296,734	268,729	10.42
Public works	189,112	220,783	(14.34)
Culture and recreation	375,889	335,874	11.91
Economic development	128,448	110,984	15.74
Miscellaneous	14,080	14,622	(3.71)
<b>Capital outlay</b>			
General government	11,010	3,316	232.03
Public safety	385,001	148,115	159.93
Public works	767,315	276,107	177.90
Culture and recreation	72,299	75,769	(4.58)
Miscellaneous	-	158	(100.00)
<b>Debt service</b>			
Principal	183,000	179,000	2.23
Interest and other costs	47,734	52,399	(8.90)
<b>Total Expenditures</b>	<b>\$ 2,765,686</b>	<b>\$ 1,964,422</b>	<b>40.79 %</b>
Per capita	\$ 2,142	\$ 1,511	41.77 %
<b>Total Long-term Indebtedness</b>	<b>\$ 1,523,000</b>	<b>\$ 1,706,000</b>	<b>(10.73) %</b>
Per capita	1,180	1,312	(10.10)
<b>General Fund Balance - December 31</b>	<b>\$ 462,240</b>	<b>\$ 617,051</b>	<b>(25.09) %</b>
Per capita	358	475	(24.57)

The purpose of this report is to provide a summary of financial information concerning the City of Spring Grove to interested citizens. The complete financial statements may be examined at City Hall, 118 1st Avenue NW. Questions about this report should be directed to Erin Konkel, City Clerk/Treasurer (507-498-5221).

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OTHER REQUIRED REPORTS

CITY OF SPRING GROVE  
SPRING GROVE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

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INDEPENDENT AUDITOR'S REPORT ON  
MINNESOTA LEGAL COMPLIANCE

Honorable Mayor and City Council  
City of Spring Grove, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Spring Grove, Minnesota (the City) as of and for the year ended December 31, 2019, and the related notes to the financial statements, and have issued our report thereon dated March 27, 2020.

The *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minnesota Statute §6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Cities*, except as described as findings 2019-006 on the schedule of findings and responses. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions.

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

ABDO, EICK & MEYERS, LLP  
Mankato, Minnesota  
March 27, 2020



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

Honorable Mayor and City Council  
City of Spring Grove, Minnesota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Spring Grove, Minnesota (the City), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 27, 2020.

**Internal Control Over Financial Reporting**

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

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 Findings and Responses, we identified certain deficiencies in internal control that we consider to be a material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying Schedule of Findings and Responses as item 2019-005 to be a material weakness.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the accompanying Schedule of Findings and Responses as items 2019-001, 2019-002, 2019-003 and 2019-004 to be a significant deficiencies.

## Compliance and Other Matters

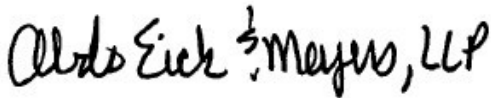
As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* or Minnesota statutes as described as findings 2019-006 on the schedule of findings and responses.

## The City's Responses to Findings

The City's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Responses. The City'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 City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



ABDO, EICK & MEYERS, LLP  
Mankato, Minnesota  
March 27, 2020

City of Spring Grove, Minnesota  
Schedule of Findings and Responses  
For the Year Ended December 31, 2019

<u>Finding</u>	<u>Description</u>
<b>2019-001</b>	<b>Segregation of Duties</b>
<i>Condition:</i>	During our audit we reviewed internal control procedures over disbursements, cash receipts, utility billing and payroll and found the City to have limited segregation of duties in these areas as noted below.
<i>Criteria:</i>	There are four general categories of duties: authorization, custody, record keeping and reconciliation. In an ideal system, different employees perform each of these four major functions. In other words, no one person has control of two or more of these responsibilities.
<i>Effect:</i>	The existence of this limited segregation of duties increases the risk of fraud.

**Internal Control Over Disbursements**

<i>Cause:</i>	As a result of the small number of staff, the City Clerk/Treasurer sets up and maintains vendors, prepares checks, mails checks to vendors, maintains the purchase journal and accounts payable records, posts transactions to the general ledger and reconciles bank accounts.
<i>Recommendation:</i>	While we recognize the number of staff is not large enough to eliminate this deficiency, we recommend that an individual, separate from the City Clerk/Treasurer, review bank reconciliations for accuracy and timeliness of preparation. It is important that the Council is aware of this condition and monitor all financial information.

*Management Response:*

The City has already taken measures to attempt to comply even though the City is relatively small and the number of clerical/bookkeeping staff they can employ is limited. The City added a City Administrator position to help address the issue. Council has addressed this circumstance by active participation in the City's affairs. This includes approval of expenditures and regular review of budget comparisons.

**Internal Control Over Cash Receipts**

<i>Cause:</i>	As a result of the small number of staff, the City Clerk/Treasurer opens the mail, receives and endorses checks and currency, sets up and maintains customers, maintains receipts journal and accounts receivable records and posts transactions to the general ledger.
<i>Recommendation:</i>	While we recognize the number of staff is not large enough to eliminate this deficiency it is important that the Council is aware of this condition and monitors all financial information. Additional controls might include obtaining and reviewing monthly receipt information and reviewing the bank reconciliation.

*Management Response:*

The City has already taken measures to attempt to comply even though the City is relatively small and the number of clerical/bookkeeping staff they can employ is limited. The City added a City Administrator position to help address the issue. The Council has addressed this circumstance by active participation in the City's affairs and is continually monitoring financial information. This includes regular review of budget comparisons.

City of Spring Grove, Minnesota  
Schedule of Findings and Responses (Continued)  
For the Year Ended December 31, 2019

<u>Finding</u>	<u>Description</u>
<b>2019-001</b>	<b>Segregation of Duties (Continued)</b>

**Internal Control Over Utility Billing**

*Cause:* As a result of the small number of staff, the Deputy Clerk sets up and maintains customers, approves new accounts, receives and endorses checks and currency, generates billing statements, maintains utility receipts journal and utility billing records and posts transactions to the general ledger.

*Recommendation:* While we recognize the number of staff is not large enough to eliminate this deficiency it is important that the Council is aware of this condition and monitors all financial information. Additional controls might include obtaining and reviewing monthly utility receipt information and reviewing the bank reconciliation.

*Management Response:*

The City has already taken measures to attempt to comply even though the City is relatively small and the number of clerical/bookkeeping staff they can employ is limited. The City added a City Administrator position to help address the issue. The Council has addressed this circumstance by active participation in the City's affairs and is continually monitoring financial information. This includes regular review of budget comparisons.

**Internal Control Over Payroll**

*Cause:* As a result of the small number of staff, the City Clerk/Treasurer sets up and maintains employee records, runs the payroll, prepares payroll checks, posts activity to the general ledger, issues checks to employees, reconciles bank accounts, prepares payroll tax returns and maintains the payroll records.

*Recommendation:* We recommend that in addition to approving payroll disbursements and wage rates the City Council review amounts earned and accrued for compensated absences on an annual basis to compensate for control deficiencies with respect to payroll accruals. Additional controls might include review of payroll registers, earnings records, payroll reports, etc.

*Management Response:*

The City has already taken measures to attempt to comply even though the City is relatively small and the number of clerical/bookkeeping staff they can employ is limited. The City added a City Administrator position to help address the issue. The Council has addressed this circumstance by active participation in the City's affairs and is continually monitoring financial information.

City of Spring Grove, Minnesota  
Schedule of Findings and Responses (Continued)  
For the Year Ended December 31, 2019

<u>Finding</u>	<u>Description</u>
<b>2019-002</b>	<b>Internal Control Over Municipal Liquor Store Operations</b>
<i>Condition:</i>	During our audit we reviewed procedures over cash receipts and inventory at the municipal liquor store and found the City to have limited segregation of duties related to this area.
<i>Criteria:</i>	As a result of the small number of staff, the Liquor Store Manager sets up and maintains customers, approves new accounts, receives and endorses checks and currency, generates billing statements, maintains receipts and billing records and posts transactions to the general ledger.
<i>Cause:</i>	The Liquor Store Manager is responsible for ordering, receiving and maintaining inventory.
<i>Effect:</i>	The existence of this limited segregation of duties increases the risk of fraud and incorrect record keeping.
<i>Recommendation:</i>	We recommend the City consider implementing a timely review of inventory records that allows for continual monitoring of inventory. An inventory report could be attached to every vendor invoice showing all merchandise was properly entered into the inventory system. We also recommend the Liquor Store Manager review the recording process for on-sale transactions and promotional inventory received from vendors.

*Management Response:*

The City will continue to look for ways to improve their internal control over cash receipts and inventory and closely monitor municipal liquor store daily operations. The City added a City Administrator position to help address the issue. The Council has addressed this circumstance by active participation in the City's affairs and is continually monitoring financial information.

<b>2019-003</b>	<b>Internal Control Over Swim Center Operations</b>
<i>Condition:</i>	During our audit we reviewed procedures over cash receipts at the swim center and found the City to have limited segregation of duties related to this area.
<i>Criteria:</i>	As a result of the small number of staff, the Pool Manager sets up and maintains customers, approves new accounts, receives checks and currency, generates billing statements, and maintains receipts and billing records.
<i>Cause:</i>	The Pool Manager is also responsible for collecting cash receipts which were not deposited timely in the City's bank account.
<i>Effect:</i>	The existence of this limited segregation of duties increases the risk of fraud and incorrect record keeping.
<i>Recommendation:</i>	We recommend the City consider implementing a timely review of receipt records that allows for continual monitoring of cash receipts. Cash deposits should be made on a daily basis and a detailed review of receipt reconciliation from the pool software.

*Management Response:*

The City has already taken measures to attempt to comply even though the City is relatively small and the number of clerical/bookkeeping staff they can employ is limited. The City added a City Administrator position to help address the issue. The Council has addressed this circumstance by active participation in the City's affairs and is continually monitoring financial information.



City of Spring Grove, Minnesota  
Schedule of Findings and Responses (Continued)  
For the Year Ended December 31, 2019

<u>Finding</u>	<u>Description</u>
<b>2019-004</b>	<b>Financial Report Preparation</b>
<i>Condition:</i>	We were requested to draft the audited financial statements and related footnote disclosures as part of our regular audit services. Recent auditing standards require auditors to communicate this situation to the Council as an internal control deficiency. Ultimately, it is management's responsibility to provide for the preparation of your statements and footnotes, and the responsibility of the auditor to determine the fairness of presentation of those statements. From a practical standpoint we do both for you at the same time in connection with our audit. This is not unusual for us to do with organizations of your size. However, based on recent auditing standards, it is our responsibility to inform you that this deficiency could result in a material misstatement to the financial statements that could have been prevented or detected by your management. Essentially, the auditors cannot be part of your internal control process.
<i>Criteria:</i>	Internal controls should be in place to provide reasonable assurance over financial reporting.
<i>Cause:</i>	From a practical standpoint we do both for you at the same time in connection with our audit. This is not unusual for us to do with organization of your size.
<i>Effect:</i>	The effectiveness of the internal control system relies on enforcement by management. The effect of deficiencies in internal controls can result in undetected errors in financial reporting.
<i>Recommendation:</i>	It is your responsibility to make the ultimate decision to accept this degree of risk associated with this condition because of cost or other considerations. As in prior years, we have instructed management to review a draft of the auditor prepared financials in detail for their accuracy; we have answered any questions they might have, and have encouraged research of any accounting guidance in connection with the adequacy and appropriateness of classification of disclosure in your statements. We are satisfied that the appropriate steps have been taken to provide you with the completed financial statements. While the City is reviewing the financial statements we recommend a disclosure checklist is utilized to ensure all required disclosures are presented and the City should agree its financial software to the numbers reported in the financial statements.
<i>Management Response:</i>	
	For now, the City's management accepts the degree of risk associated with this condition and thoroughly reviews a draft of the financial statements.

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City of Spring Grove, Minnesota  
Schedule of Findings and Responses (Continued)  
For the Year Ended December 31, 2019

<u>Finding</u>	<u>Description</u>
<b>2019-005</b>	<b>Material Audit Adjustments</b>
<i>Condition:</i>	During our audit, material audit adjustments were needed for the following reasons:  Material audit entries were required to remove activity from closed funds, to adjust capital asset activity, and to adjust unearned revenue activity.
<i>Criteria:</i>	Such adjustments should be detected and made by the City's personnel.
<i>Cause:</i>	City staff has not prepared a year-end trial balance reflecting all necessary accruals and year-end adjustments without auditor assistance.
<i>Effect:</i>	It is likely that if a misstatement were to occur, it would not be detected by the City's system of internal control. The audit firm cannot serve as a compensating control over this deficiency.
<i>Recommendation:</i>	We recommend that management review each journal entry, obtain an understanding of why the entry was necessary and modify current procedures to ensure that future corrections are not needed.

*Management Response:*

We recommend that management review each journal entry, obtain an understanding of why the entry was necessary and modify current procedures to ensure that future corrections are not needed. The City Clerk/Treasurer is willing to take the necessary steps to improve each year and will continue to monitor all financial activity including adjusting account balances as needed to prevent material misstatements from occurring.

<b>2019-006</b>	<b>Outstanding Checks</b>
<i>Condition:</i>	During our audit procedures, it was noted the City had outstanding payroll checks over one year old.
<i>Criteria:</i>	Minnesota statute §348.38 subdivision 3 states that all intangible personal property held for the owner by any government or political subdivision or agency, which has remained unclaimed by the owner for more than one year is presumed abandoned and is reportable pursuant to section §345.41 if it meets certain criteria.
<i>Cause:</i>	The City had outstanding checks which fit the above criteria.
<i>Effect:</i>	The City is out of compliance with Minnesota statute §348.38 subdivision 3.
<i>Recommendation:</i>	We recommend that the City follow the statute listed above and report the abandoned property to the State.

*Management Response:*

There is no disagreement with this finding. The City will take action to avoid similar occurrence in the following year.