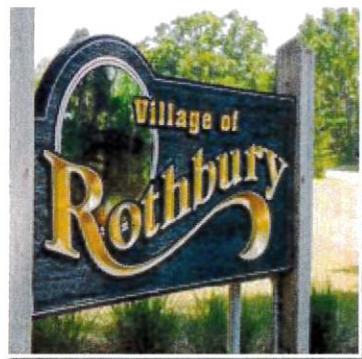


Village of Rothbury  
Oceana County, Michigan

**REPORT ON FINANCIAL STATEMENTS**  
(with required supplementary information)

March 31, 2020



Village of Rothbury  
**LIST OF ELECTED OFFICIALS**  
March 31, 2020

Village President..... Scott Beishuizen  
Village Clerk..... Carol Witzke  
Village Treasurer ..... Deborah Murphy  
Village Council ..... Cynthia Cruz  
Autum Drake  
Jim Fekken  
Robert Fulljames  
Michael Harris  
Vernon Talmadge

Village of Rothbury

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**BRICKLEY DeLONG**  
CERTIFIED PUBLIC ACCOUNTANTS

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**INDEPENDENT AUDITOR'S REPORT**

Village Council  
Village of Rothbury  
Rothbury, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of the Village of Rothbury, Michigan, as of and for the year ended March 31, 2020, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

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

**Auditor's Responsibility**

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

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

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

## BRICKLEY DELONG

Village Council  
Village of Rothbury  
Page 2

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Village of Rothbury, Michigan, as of March 31, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Other Matters

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgeting comparison information on pages 3 through 9 and 27 through 29 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.



Hart, Michigan  
September 3, 2020

## **VILLAGE OF ROTHBURY**

### **Management's Discussion and Analysis**

As management of the Village of Rothbury, we present to the readers of the Village's financial statements this overview and analysis of the financial activities of the Village for the fiscal year ended March 31, 2020. We encourage you to consider the information presented in these financial statements along with the additional information that has been furnished in this letter.

#### **FINANCIAL HIGHLIGHTS**

- At the close of the fiscal year, the Village had total assets of \$2,142,631 and total liabilities of \$10,252 leaving net position of \$2,132,379, an increase of less than 1 percent in the Village's overall net position from the prior year.
- The General Fund fund balance decreased \$140,745.

#### **OVERVIEW OF THE FINANCIAL STATEMENTS**

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

##### **Government-wide Financial Statements**

The government-wide financial statements are designed to provide the reader with a broad overview of the Village's finances. These statements are similar to those of a private sector business.

The Statement of Net Position presents information on all of the Village's assets/deferred outflows of resources and liabilities/deferred inflows of resources, with the difference between the two 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 Village is improving or deteriorating.

The Statement of Activities presents information showing how the Village's net position changed during the fiscal year. All changes in net position are reported when the 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 the future fiscal periods.

Both of the government-wide financial statements mentioned above distinguish functions of the Village that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are designed to recover all or a significant part of their costs through user fees and charges for services (business-type activities). The governmental activities of the Village include general government, public safety, public works, community and economic development, and culture and recreation activities. The Village does not currently have any business-type activities.

# VILLAGE OF ROTHBURY

## Management's Discussion and Analysis

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### **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 Village, 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 Village are governmental 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 current sources and uses of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. This information may be useful in evaluating a governmental entity's short-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 of the government's short-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balance provide a reconciliation to facilitate this comparison between the two.

The Village maintains three individual governmental funds. 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, Major Streets Fund, and Local Streets Fund, which are considered to be major funds.

### **Notes to 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 reader is encouraged to include the reading of this section in any attempt to analyze and understand these statements.

### **Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Village's budgetary information as it relates to the actual expenditures for the General Fund, Major Streets Fund, and Local Streets Fund.

## VILLAGE OF ROTHBURY

### Management's Discussion and Analysis

#### Government-wide Financial Analysis

The first table presented below is a summary of the government-wide Statement of Net Position for the Village. As stated earlier, the net position may be used as an indicator of a government's financial health. As of March 31, 2020, the Village's net position from governmental activities totaled \$2,132,379.

Current assets decreased and capital assets increased due to significant street improvements paid with available resources. Current liabilities decreased because the Village's winter maintenance bill was paid before the end of the year in the current year.

In examining the composition of net position, the reader should note that governmental activities include net position that is invested in capital assets (i.e., infrastructure, buildings, land, vehicles, equipment, etc.). These assets are used to provide services to the Village's residents, and they are not available to pay salaries, operational expenses or fund capital projects. Certain other governmental net position is shown as restricted, meaning that it is subject to external restrictions on how it may be used. The unrestricted net position for governmental activities actually depicts a balance of \$330,994. This represents the amount of discretionary resources that can be used for general governmental operations.

	<b>Net Position</b>	
	<b>2020</b>	<b>2019</b>
Current assets	\$ 374,180	\$ 581,703
Capital assets	1,768,451	1,572,160
Total assets	2,142,631	2,153,863
Current liabilities	10,252	23,119
Net position		
Net investment in capital assets	1,768,451	1,572,160
Restricted	32,934	86,845
Unrestricted	330,994	471,739
Total net position	<b>\$ 2,132,379</b>	<b>\$ 2,130,744</b>

## VILLAGE OF ROTHBURY

### Management's Discussion and Analysis

#### Governmental Activities

Governmental activities net position increased by \$1,635 (less than 1%) during the 2020 fiscal year. Mass gathering fees decreased as there was only one festival held this year rather than two. General government expenses decreased due to a one-time contribution to another local unit to assist in repairs on a border road in the prior year. Public works expenses increased due to additional street maintenance and more depreciation due to a significant amount of street improvements in the past few years. The following table depicts these occurrences.

#### Change in Net Position

	<b>Governmental Activities</b>	
	<b>2020</b>	<b>2019</b>
Revenues:		
Program revenues		
Charges for services	\$ 42,833	\$ 30,531
Operating grants	80,891	81,865
General revenues		
Property taxes	99,641	93,948
Franchise fees	2,916	3,214
Grants and contributions not restricted	38,712	36,802
Unrestricted investment earning	1,018	940
Mass gathering fees	267,726	386,482
Miscellaneous	1,936	4,355
Total revenues	535,673	638,137
Expenses:		
General government	161,036	189,244
Public safety	89,859	79,572
Public works	228,524	126,554
Community and economic development	3,955	3,345
Culture and recreation	50,664	36,838
Total expenses	534,038	435,553
Change in net position	1,635	202,584
Net position - Beginning	2,130,744	1,928,160
Net position - Ending	<b>\$ 2,132,379</b>	<b>\$ 2,130,744</b>

# VILLAGE OF ROTHBURY

## Management's Discussion and Analysis

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### Financial Analysis of the Government's Funds

As stated earlier in this discussion and analysis, the Village uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

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

At the end of the 2020 fiscal year, the Village's governmental funds reported a combined unassigned fund balance of \$167,544.

The fund balance in the General Fund decreased by \$140,745 due to transfers to the Major and Local Street funds for maintenance and improvement projects. The fund balance in the Major Streets Fund decreased by \$56,380 and the fund balance in the Local Streets fund increased by \$2,469.

### General Fund Budget

During the current fiscal year, the Village made amendments to its original General Fund budget. The most significant of those is listed below:

- The unallocated budget was amended down and the transfers out budget was amended up by \$400,000 to assist the Major and Local Street funds with various street maintenance and improvement projects.
- The Rothbury Community Center budget was amended down and the capital outlay budget was amended up by \$10,000 as the Village shifted the budget for the Rothbury Community Center from maintenance to capital improvements.

The following comments summarize the major variations from the final budget to actual revenues and expenditures.

- License and permits revenues were under budget by \$24,528 as the local festival did not have as much attendance as last year and reduced the amount of revenue received by the Village under the Village's mass gathering ordinance fees.
- Village Council expenditures were under budget by \$24,957 as the Village budgeted conservatively and did not have as much need of professional services and other costs as budgeted.
- Village hall expenditures were under budget as the Village budgeted conservatively and did not have as many repair and maintenance projects as budgeted.
- The unallocated expenditures budget is unspent contingency.

## VILLAGE OF ROTHBURY

### Management's Discussion and Analysis

- Public safety expenditures were under budget as the Village budgeted conservatively and did not spend as much on wages or have as much need for professional services and maintenance as budgeted.
- Transfers out were under budget as the Village only transferred as much as was needed by the Major and Local Street funds for projects after those funds used available resources.

#### **Capital Assets**

The Village investment in capital assets for its governmental activities as March 31, 2020 totaled \$1,768,451 (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, furniture and equipment, vehicles and infrastructure.

The significant capital asset additions during the current year were the street improvements to various local streets including Forest, Oak, Wolf and Bartlett, sidewalk on 80<sup>th</sup> Avenue, a zero-turn mower, a snow blower, and improvements to the Rothbury Community Center.

**Capital Assets**  
(Net of Accumulated Depreciation)

	<b>Governmental Activities</b>	
	<b>2020</b>	<b>2019</b>
Land	\$ 39,701	\$ 39,701
Construction in progress	8,000	-
Land improvements	99,369	106,397
Buildings and improvements	134,226	143,070
Furniture and equipment	81,909	68,039
Vehicles	60,283	74,723
Infrastructure	1,344,963	1,140,230
<b>Total</b>	<b>\$ 1,768,451</b>	<b>\$ 1,572,160</b>

Additional information on the Village's capital assets can be found in Note D of the "Notes to Financial Statements" of this report.

## **VILLAGE OF ROTHBURY**

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### **Management's Discussion and Analysis**

#### **General Economic Overview**

The Village's General Fund is comprised of three major revenue sources, state revenue sharing, property taxes, and a Mass Gathering ordinance. Those three sources comprise approximately 90 percent of the General Fund's revenue sources. In fiscal 2021, the Village will not receive any funds from the Mass Gathering Ordinance as the Electric Forest Festival was canceled. The Village has conservatively budgeted revenue sharing and property taxes to be approximately the same, although a funding reduction in revenue sharing from the State of Michigan is likely. The Village has not budgeted any other significant changes to revenues.

The Village expects General Fund operating expenditures in fiscal 2021 to be approximately the same as fiscal 2020.

The Village had anticipated several capital projects but is deferring most of them due to the loss of the mass gathering ordinance fees for fiscal 2021. The only significant capital purchase that the Village is still planning to undertake is a renovation of a portion of the Rothbury Community Center which it anticipates will cost approximately \$18,000.

In the Major Streets Fund, the Village has no significant projects budgeted. In the Local Streets Fund, the Village will likely defer planned work on McKinley Road until the following year.

#### **Requests for Information**

This financial report is designed to provide a general overview of the Village of Rothbury's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Village of Rothbury, 7804 S. Michigan Avenue, Rothbury, Michigan 49452 or telephone (231) 894-2385.

Village of Rothbury  
**STATEMENT OF NET POSITION**  
 March 31, 2020

	<b><u>Governmental Activities</u></b>
<b>ASSETS</b>	
Current assets	
Cash and investments	\$ 349,164
Receivables	4,813
Due from other governmental units	<u>20,203</u>
Total current assets	374,180
Noncurrent assets	
Capital assets, net	
Nondepreciable	47,701
Depreciable	<u>1,720,750</u>
Total noncurrent assets	<u>1,768,451</u>
Total assets	2,142,631
<b>LIABILITIES</b>	
Current liabilities	
Accounts payable and accrued liabilities	<u>10,252</u>
<b>NET POSITION</b>	
Net investment in capital assets	1,768,451
Restricted for streets	32,934
Unrestricted	<u>330,994</u>
Total net position	<u><b>\$ 2,132,379</b></u>

The accompanying notes are an integral part of this statement.

Village of Rothbury  
**STATEMENT OF ACTIVITIES**  
For the year ended March 31, 2020

<u>Functions/Programs</u>					Net (Expense) Revenue and Changes in Net Position	
			Program Revenue			
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities		
Governmental activities						
General government	\$ 161,036	\$ 19,295	\$ -	\$ (141,741)		
Public safety	89,859	8,163	-	(81,696)		
Public works	228,524	-	80,891	(147,633)		
Community and economic development	3,955	-	-	(3,955)		
Culture and recreation	50,664	15,375	-	(35,289)		
Total governmental activities	<u>\$ 534,038</u>	<u>\$ 42,833</u>	<u>\$ 80,891</u>	<u>(410,314)</u>		
General revenues						
Property taxes				99,641		
Franchise fees				2,916		
State shared revenues				38,712		
Unrestricted investment earnings				1,018		
Mass gathering fees				267,726		
Miscellaneous				1,936		
Total general revenues				<u>411,949</u>		
Change in net position				1,635		
Net position at beginning of year				<u>2,130,744</u>		
Net position at end of year				<u>\$ 2,132,379</u>		

The accompanying notes are an integral part of this statement.

Village of Rothbury  
**BALANCE SHEET**  
 Governmental Funds  
 March 31, 2020

	<b>General Fund</b>	<b>Major Streets Fund</b>	<b>Local Streets Fund</b>	<b>Total Governmental Funds</b>
<b>ASSETS</b>				
Cash and investments	\$ 327,725	\$ 4,123	\$ 17,316	\$ 349,164
Receivables				
Accounts	1,295	-	-	1,295
Property taxes	3,518	-	-	3,518
Due from other governmental units	6,238	9,646	4,319	20,203
Total assets	<b>\$ 338,776</b>	<b>\$ 13,769</b>	<b>\$ 21,635</b>	<b>\$ 374,180</b>
<b>LIABILITIES</b>				
Accounts payable	\$ 7,782	\$ -	\$ 2,470	\$ 10,252
<b>FUND BALANCES</b>				
Restricted for streets	-	13,769	19,165	32,934
Assigned for subsequent year's budget appropriation of fund balance	163,450	-	-	163,450
Unassigned	167,544	-	-	167,544
Total fund balances	<b>330,994</b>	<b>13,769</b>	<b>19,165</b>	<b>363,928</b>
Total liabilities and fund balances	<b>\$ 338,776</b>	<b>\$ 13,769</b>	<b>\$ 21,635</b>	<b>\$ 374,180</b>

The accompanying notes are an integral part of this statement.

Village of Rothbury  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TO THE STATEMENT OF NET POSITION**  
March 31, 2020

Total fund balances—governmental funds	\$ 363,928
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Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds.

Cost of capital assets	\$ 3,094,580
Accumulated depreciation	<u>(1,326,129)</u> <u>1,768,451</u>
Net position of governmental activities	<u><u>\$2,132,379</u></u>

The accompanying notes are an integral part of this statement.

Village of Rothbury  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
 Governmental Funds  
 For the year ended March 31, 2020

	<b>General Fund</b>	<b>Major Streets Fund</b>	<b>Local Streets Fund</b>	<b>Total Governmental Funds</b>
<b>REVENUES</b>				
Property taxes	\$ 99,641	\$ -	\$ -	\$ 99,641
Licenses and permits	285,472	-	-	285,472
Intergovernmental revenues - State	41,319	54,045	24,130	119,494
Charges for services	28,003	-	-	28,003
Investment earnings	1,018	84	25	1,127
Other	1,936	-	-	1,936
<b>Total revenues</b>	<b>457,389</b>	<b>54,129</b>	<b>24,155</b>	<b>535,673</b>
<b>EXPENDITURES</b>				
Current				
General government	146,747	-	-	146,747
Public safety	79,745	-	-	79,745
Public works	8,912	89,174	23,587	121,673
Community and economic development	3,955	-	-	3,955
Culture and recreation	39,128	-	-	39,128
Capital outlay	39,647	-	299,434	339,081
<b>Total expenditures</b>	<b>318,134</b>	<b>89,174</b>	<b>323,021</b>	<b>730,329</b>
Excess of revenues over (under) expenditures	139,255	(35,045)	(298,866)	(194,656)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	5,000	301,335	306,335
Transfers out	(280,000)	(26,335)	-	(306,335)
<b>Total other financing sources (uses)</b>	<b>(280,000)</b>	<b>(21,335)</b>	<b>301,335</b>	<b>-</b>
Net change in fund balances	(140,745)	(56,380)	2,469	(194,656)
Fund balances at beginning of year	471,739	70,149	16,696	558,584
<b>Fund balances at end of year</b>	<b>\$ 330,994</b>	<b>\$ 13,769</b>	<b>\$ 19,165</b>	<b>\$ 363,928</b>

The accompanying notes are an integral part of this statement.

Village of Rothbury  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES**  
For the year ended March 31, 2020

Net change in fund balances—total governmental funds \$ (194,656)

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

Governmental funds report outlays for capital assets as expenditures. However, in the Statement of Activities, the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense.

Depreciation expense	\$ (142,790)
Capital outlay	<u>339,081</u>
	<u>196,291</u>

Change in net position of governmental activities \$ 1,635

The accompanying notes are an integral part of this statement.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Village of Rothbury (Village) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Village's accounting policies are described below.

**Reporting Entity**

The Village is a home rule village governed by an elected seven-member Village Council. Generally accepted accounting principles require that if the Village is considered to be financially accountable for other organizations, those organizations should be included as component units in the Village's financial statements. Since no organizations met this criterion, none are included in the financial statements.

**Basis of Presentation—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 Village. Governmental activities, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external customers for support. The Village has no business-type activities.

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds columns.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes where the amounts are reasonably equivalent in value to the interfund services provided. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

The fund financial statements provide information about the Village's governmental funds. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds. Major individual governmental funds are reported as separate columns in the fund financial statements. All of the Village's funds are reported as major funds.

The Village reports the following major governmental funds:

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

The Major Streets Fund and Local Streets Fund account for money distributed by the State of Michigan for construction and maintenance of major and local streets within the Village.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Basis of Presentation—Government-wide and Fund Financial Statements—Continued**

During the course of operations the Village has activity between funds for various purposes. Any residual balances outstanding at year-end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between funds included in governmental activities (i.e., the governmental funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

**Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. 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.

The 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 Village 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. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Measurement Focus and Basis of Accounting—Continued**

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. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met. 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 Village.

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

***Cash and Investments***

The Village'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.

Investments for the Village are reported at fair value (generally based on quoted market prices).

The Village has adopted an investment policy in compliance with State of Michigan statutes. Those statutes authorize the Village to invest in obligations of the United States, certificates of deposit, prime commercial paper, securities guaranteed by United States agencies or instrumentalities, United States government or federal agency obligation repurchase agreements, bankers' acceptances, state-approved investment pools and certain mutual funds.

***Prepaid Items***

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

***Capital Assets***

Capital assets, which include property, equipment and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the government-wide financial statements. Capital assets are defined by the Village as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of two years.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance—Continued**

***Capital Assets—Continued***

In the case of the initial capitalization of general infrastructure assets (i.e., those reported by governmental activities) the Village chose to include all such items regardless of their acquisition date or amount. The Village was able to estimate the historical cost of the initial reporting of these assets through backtrending (i.e., estimating the current replacement cost of the infrastructure to be capitalized and using an appropriate price-level index to deflate the cost to the acquisition year).

As the Village constructs or acquires additional 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 increase its estimated useful life. Donated capital assets are recorded at their estimated fair value at the date of donation.

Land and construction in progress are not depreciated. The other property, equipment, and infrastructure of the Village are depreciated using the straight-line method over the following estimated useful lives:

<u>Capital Asset Classes</u>	<u>Years</u>
Land improvements	20
Buildings and improvements	20-50
Furniture and equipment	5-20
Vehicles	8
Infrastructure	10-20

***Deferred Outflows/Inflows 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/expenditures) until then.

In addition to liabilities, the Statement of Net Position 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.

***Net Position Flow Assumption***

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts of net position to report as restricted and unrestricted in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Village's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance—Continued**

***Fund Balance Flow Assumptions***

Sometimes the Village will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Village's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

***Fund Balance Policies***

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The Village itself can establish limitation on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the Village's highest level of decision-making authority. The Village Council is the highest level of decision-making authority for the Village that can, by formal action prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by formal action remains in place until a similar action is taken (another formal action) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the Village for specific purposes but do not meet the criteria to be classified as committed. The Village Council has by resolution authorized the budget committee or its designee to assign fund balance. The Village Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

**Revenues and Expenditures/Expenses**

***Program Revenues***

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 (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Revenues and Expenditures/Expenses—Continued**

***Property Taxes***

All accounts and property tax receivables are shown net of allowance for uncollectibles.

The Village bills and collects its own property taxes. Taxes are levied and liened on July 1 on the taxable valuation of property (as defined by state statutes) located in the Local Governmental Unit as of the preceding December 31. Uncollected real property taxes as of the following September 14 are turned over by the Village to the County for collection. The County advances the Village all of these delinquent real property taxes. The delinquent personal property taxes remain the responsibility of the Village. The Village recognizes all available revenue from the current tax levy. Available means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period (60 days).

The 2019 state taxable value for real/personal property of the Village totaled approximately \$19,880,000. The ad valorem taxes levied consisted of 5 mills for operation. This amount is recognized in the General Fund.

**NOTE B—STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Budgetary Information**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds.

The appropriated budget is prepared by fund, function and department. The Village's department heads may make transfers of appropriations within a department. Transfers of appropriations between departments require the approval of the Village Council. The legal level of budgetary control is the department level.

Appropriations in all budgeted funds lapse at the end of the fiscal year.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE C—DEPOSITS AND INVESTMENTS**

**Deposit and Investment Risks**

***Interest Rate Risk***

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

***Credit Risk***

State law limits investments in commercial paper and corporate bonds to the two highest classifications issued by nationally recognized statistical rating organizations. The Village's investment policy does not authorize it to invest in commercial paper or corporate bonds.

***Concentration of Credit Risk***

The Village does not have a concentration of credit risk policy. Concentration of credit risk is the risk of loss attributed to the magnitude of the Village investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized. The Village does not have any investments exposed to concentration of credit risk.

***Custodial Credit Risk – Deposits***

In the case of deposits, this is the risk that in the event of a bank failure, the Village's deposits may not be returned to it. As of March 31, 2020, the Village's bank balance of \$349,733 was not exposed to custodial credit risk because it was fully insured.

***Custodial Credit Risk – Investments***

The Village does not have a custodial credit risk policy for investments. This is the risk that, in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Village does not have any investments exposed to custodial credit risk.

***Foreign Currency Risk***

The Village is not authorized to invest in investments which have this type of risk.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
 March 31, 2020

**NOTE D—CAPITAL ASSETS**

Capital asset activity for the year ended March 31, 2020 was as follows:

	<b>Balance</b>			<b>Balance</b>
	<b>April 1,</b>	<b>Additions</b>	<b>Deductions</b>	<b>March 31,</b>
	<b>2019</b>			<b>2020</b>
<b>Governmental activities:</b>				
<b>Capital assets, not being depreciated:</b>				
Land	\$ 39,701	\$ -	\$ -	\$ 39,701
Construction in progress	-	8,000	-	8,000
Total capital assets, not being depreciated	39,701	8,000	-	47,701
<b>Capital assets, being depreciated:</b>				
Land improvements	193,385	-	-	193,385
Buildings and improvements	396,534	-	-	396,534
Furniture and equipment	163,877	31,647	-	195,524
Vehicles	133,499	-	-	133,499
Infrastructure	1,828,503	299,434	-	2,127,937
Total capital assets, being depreciated	2,715,798	331,081	-	3,046,879
<b>Less accumulated depreciation:</b>				
Land improvements	86,988	7,028	-	94,016
Buildings and improvements	253,464	8,844	-	262,308
Furniture and equipment	95,838	17,777	-	113,615
Vehicles	58,776	14,440	-	73,216
Infrastructure	688,273	94,701	-	782,974
Total accumulated depreciation	1,183,339	142,790	-	1,326,129
Total capital assets, being depreciated, net	<u>1,532,459</u>	<u>188,291</u>	<u>-</u>	<u>1,720,750</u>
Capital assets, net	<u><b>\$ 1,572,160</b></u>	<u><b>\$196,291</b></u>	<u><b>\$ -</b></u>	<u><b>\$ 1,768,451</b></u>

Depreciation expense has been charged to functions as follows:

**Government activities:**

General government	\$ 14,289
Public safety	10,114
Public works	106,851
Culture and recreation	<u>11,536</u>
	<u><b>\$142,790</b></u>

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE E—INTERFUND TRANSFERS**

During the year ended March 31, 2020, the General Fund transferred \$275,000 and \$5,000 to the Major Streets and Local Streets funds, respectively, and the Major Streets Fund transferred \$26,335 to the Local Streets Fund. All of the transfers were for various street maintenance or improvement projects.

**NOTE F—OTHER INFORMATION**

**Risk Management**

The Village 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. The Village manages its liability and property risk by participating in the Michigan Municipal Liability and Property Pool (MMLPP), a public entity risk pool providing property and liability coverage to its participating members. The Village pays an annual premium to MMLPP for its insurance coverage. The MMLPP is self-sustaining through member premiums and provides, subject to certain deductibles, occurrence-based casualty coverage for each incident and occurrence-based property coverage to its members by internally assuring certain risks and reinsuring risks through commercial companies. Various deductibles are maintained to place the responsibility for small charges with the insured. Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three fiscal years.

The Village manages its workers' compensation risk by participating in the Michigan Municipal Workers' Compensation Fund (MMWCF), a public entity risk pool providing workers' compensation coverage to its participating members. The Village pays an annual premium to MMWCF for its workers' compensation coverage. The MMWCF is self-sustaining through member premiums and provides statutory workers' compensation coverage to its members by internally assuring certain risks and reinsuring risks through commercial companies. Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three fiscal years.

**NOTE G—PENSION PLANS**

**Defined Contribution Plan**

The Village contributes to the Village of Rothbury Defined Contribution Plan for all of its employees and elected officials. The Plan is administered by the Village.

Benefit terms, including contribution requirements, for the Plan are established and may be amended by the Village Council. For each employee in the Plan, the Village is required to contribute 7.5 percent of gross earnings. Employees are not required to contribute to the Plan. For the year ended March 31, 2020, the Village recognized pension expense of \$10,686.

Employees are immediately vested for all contributions and earnings on those contributions.

**NOTE H—ECONOMIC DEPENDENCY**

The Village's General Fund has a significant economic dependence on a local festival that generates approximately 59 percent of the General Fund's revenue as a result of the mass gathering fee ordinance.

Village of Rothbury  
**NOTES TO FINANCIAL STATEMENTS**  
March 31, 2020

**NOTE I—UPCOMING ACCOUNTING PRONOUNCEMENT**

GASB Statement 87—*Leases* was issued by the GASB in June 2017 and will be effective for the Village's 2023 fiscal year. The objective of this Statement is to better meet the information needs of financial statements users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

**NOTE J—SUBSEQUENT EVENT**

The COVID-19 pandemic that the world is experiencing is unprecedented. It is nearly impossible to fully understand the impact that it will have on the economy and on the Village's operations. As of September 3, 2020, the Village is in the process of implementing risk mitigation tactics including all aspects of the Village's business transactions with customers, vendors and human interaction within and outside of the Village.

**REQUIRED SUPPLEMENTARY INFORMATION**

**Village of Rothbury**  
 Required Supplementary Information  
**BUDGETARY COMPARISON SCHEDULE**  
 General Fund  
 For the year ended March 31, 2020

	<b>Budgeted Amounts</b>			<b>Variance with Final Budget -</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	<b>Positive (Negative)</b>
<b>REVENUES</b>				
Property taxes	\$ 94,300	\$ 94,300	\$ 99,641	\$ 5,341
Licenses and permits	310,000	310,000	285,472	(24,528)
Intergovernmental revenues - State	37,500	37,500	41,319	3,819
Charges for services	24,100	24,100	28,003	3,903
Fines and forfeitures	500	500	-	(500)
Investment earnings	500	500	1,018	518
Other	5,000	5,000	1,936	(3,064)
Total revenues	471,900	471,900	457,389	(14,511)
<b>EXPENDITURES</b>				
Current				
General government				
Village Council	86,000	86,000	61,043	24,957
Clerk	24,000	24,000	18,055	5,945
Treasurer	27,500	27,500	19,975	7,525
Village hall	65,000	65,000	47,674	17,326
Unallocated	492,400	92,400	-	92,400
Public safety				
Police	98,000	98,000	79,745	18,255
Public works				
Highways, streets, and bridges	13,000	13,000	8,912	4,088
Community and economic development				
Planning	11,000	11,000	3,955	7,045
Culture and recreation				
Rothbury Community Center	46,000	36,000	29,739	6,261
Recreation	11,300	11,300	9,389	1,911
Capital outlay	42,700	52,700	39,647	13,053
Total expenditures	916,900	516,900	318,134	198,766
Excess of revenues over (under) expenditures	(445,000)	(45,000)	139,255	184,255
<b>OTHER FINANCING USES</b>				
Transfers out	-	(400,000)	(280,000)	120,000
Net change in fund balance	<u>\$ (445,000)</u>	<u>\$ (445,000)</u>	<u>(140,745)</u>	<u>\$ 304,255</u>
Fund balance at beginning of year			471,739	
Fund balance at end of year			<u><u>\$ 330,994</u></u>	

Village of Rothbury  
 Required Supplementary Information  
**BUDGETARY COMPARISON SCHEDULE**  
 Major Streets Fund  
 For the year ended March 31, 2020

	<b>Budgeted Amounts</b>			<b>Variance with Final Budget -</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	<b>Positive (Negative)</b>
<b>REVENUES</b>				
Intergovernmental revenues - State	\$ 41,000	\$ 51,000	\$ 54,045	\$ 3,045
Investment earnings	50	50	84	34
Total revenues	41,050	51,050	54,129	3,079
<b>EXPENDITURES</b>				
Current				
Public works				
Construction	100	100	-	100
Routine maintenance	76,750	130,750	80,392	50,358
Winter maintenance	15,000	15,000	7,019	7,981
Administration	1,200	2,200	1,763	437
Total expenditures	93,050	148,050	89,174	58,876
Excess of revenues over (under) expenditures	(52,000)	(97,000)	(35,045)	61,955
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	50,000	5,000	(45,000)
Transfers out	(20,000)	(25,000)	(26,335)	(1,335)
Total other financing sources (uses)	(20,000)	25,000	(21,335)	(46,335)
Net change in fund balance	<b><u>\$ (72,000)</u></b>	<b><u>\$ (72,000)</u></b>	(56,380)	<b><u>\$ 15,620</u></b>
Fund balance at beginning of year			70,149	
Fund balance at end of year			<b><u>\$ 13,769</u></b>	

Village of Rothbury  
 Required Supplementary Information  
**BUDGETARY COMPARISON SCHEDULE**  
 Local Streets Fund  
 For the year ended March 31, 2020

	<b>Budgeted Amounts</b>			<b>Variance with Final Budget - Positive (Negative)</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	
<b>REVENUES</b>				
Intergovernmental revenues - State	\$ 30,500	\$ 30,500	\$ 24,130	\$ (6,370)
Investment earnings	100	100	25	(75)
Total revenues	30,600	30,600	24,155	(6,445)
<b>EXPENDITURES</b>				
Current				
Public works				
Construction	200	200	-	200
Routine maintenance	129,400	132,400	20,871	111,529
Winter maintenance	15,000	15,000	2,151	12,849
Administration	-	2,000	565	1,435
Capital outlay	40,000	390,000	299,434	90,566
Total expenditures	184,600	539,600	323,021	216,579
Excess of revenues over (under) expenditures	(154,000)	(509,000)	(298,866)	210,134
<b>OTHER FINANCING SOURCES</b>				
Transfers in	140,000	495,000	301,335	(193,665)
Net change in fund balance	<u><b>\$ (14,000)</b></u>	<u><b>\$ (14,000)</b></u>	2,469	<u><b>\$ 16,469</b></u>
Fund balance at beginning of year			16,696	
Fund balance at end of year			<u><b>\$ 19,165</b></u>	