

# STATE OF MINNESOTA

## Office of the State Auditor



**Rebecca Otto**  
**State Auditor**

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**GRANT COUNTY**  
**ELBOW LAKE, MINNESOTA**

**YEAR ENDED DECEMBER 31, 2010**

## **Description of the Office of the State Auditor**

The mission of the Office of the State Auditor is to oversee local government finances for Minnesota taxpayers by helping to ensure financial integrity and accountability in local governmental financial activities.

Through financial, compliance, and special audits, the State Auditor oversees and ensures that local government funds are used for the purposes intended by law and that local governments hold themselves to the highest standards of financial accountability.

The State Auditor performs approximately 160 financial and compliance audits per year and has oversight responsibilities for over 3,300 local units of government throughout the state. The office currently maintains five divisions:

**Audit Practice** - conducts financial and legal compliance audits of local governments;

**Government Information** - collects and analyzes financial information for cities, towns, counties, and special districts;

**Legal/Special Investigations** - provides legal analysis and counsel to the Office and responds to outside inquiries about Minnesota local government law; as well as investigates allegations of misfeasance, malfeasance, and nonfeasance in local government;

**Pension** - monitors investment, financial, and actuarial reporting for approximately 730 public pension funds; and

**Tax Increment Financing** - promotes compliance and accountability in local governments' use of tax increment financing through financial and compliance audits.

The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**Year Ended December 31, 2010**



**Audit Practice Division  
Office of the State Auditor  
State of Minnesota**

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**ORGANIZATION SCHEDULE  
DECEMBER 31, 2010**

Office	Name	Term Expires
<b>Commissioners</b>		
1st District	Todd Schneeberger	January 2013
2nd District	Ronald Woltjer	January 2011
3rd District	Keith Swanson	January 2013
4th District	Tom Amundson*	January 2011
5th District	Philip Groneberg	January 2013
<b>Officers</b>		
<b>Elected</b>		
Attorney	Justin R. Anderson	January 2011
Auditor	Chad Van Santen	January 2011
County Recorder	Diann Giese	January 2015
Sheriff	Dwight Walvatne	January 2011
Treasurer	Patricia Soberg	January 2011
<b>Appointed</b>		
Assessor	Susan Lohse	January 2013
Highway Engineer	Luke Hagen	May 2011
Veterans Service Officer	Jeff Gullickson	Indefinite
Coroner	Larry Rapp, D. O.	January 2011
<b>Social Services Board</b>		
Member	Todd Schneeberger	January 2013
Member	Tom Amundson	January 2011
Member	Keith Swanson	January 2013
Vice Chair	Ronald Woltjer	January 2011
Member	Philip Groneberg	January 2013
Director (Board Chair)	Stacy Hennen	January 2013

\*Chair

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REBECCA OTTO  
STATE AUDITOR

# STATE OF MINNESOTA

## OFFICE OF THE STATE AUDITOR

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### INDEPENDENT AUDITOR'S REPORT

Board of County Commissioners  
Grant County

We have audited the accompanying financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Grant County, Minnesota, as of and for the year ended December 31, 2010, which collectively comprise the County's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Grant County's management. Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Housing and Redevelopment Authority (HRA) of Grant County, the discretely presented component unit. Those statements were audited by other auditors whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for the HRA of Grant County, is based solely on the report of the other auditors.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. 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 includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit and the report of the other auditors provide a reasonable basis for our opinions.

As discussed in Note 1.D.7. to the financial statements, Grant County has not reported a liability for its other postemployment benefits (OPEB) in the governmental activities and, accordingly, has not reported an expense for the current period change in the net OPEB obligation.

Accounting principles generally accepted in the United States of America require that OPEB obligations, which arise from an exchange of salaries and benefits for employee service and are part of the compensation that employers offer for services received, and the annual OPEB cost be accrued as liabilities and expenses as the employees earn the right to the benefits. Accruing OPEB costs would increase liabilities, reduce net assets, and change the expenses of the governmental activities. The amount by which this departure would affect the liabilities, net assets, and expenses of the governmental activities is not reasonably determinable.

In our opinion, except for the effects of not reporting a liability and related expense for OPEB as described above, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities of Grant County as of December 31, 2010, and the changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In addition, in our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the discretely presented component unit, each major fund, and the aggregate remaining fund information of Grant County as of December 31, 2010, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and Required Supplementary Information as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), 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. In accordance with auditing standards generally accepted in the United States of America, we have applied certain limited procedures to the required supplementary information, 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.

Management has omitted the Budgetary Comparison Schedule for the Human Services Special Revenue Fund that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the GASB, who consider it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Grant County's basic financial statements taken as a whole. The supplementary information, including the Schedule of Expenditures of Federal Awards required by OMB Circular A-133, listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 2011, on our consideration of Grant County's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit. It does not include the HRA of Grant County, which was audited by other auditors.

*/s/Rebecca Otto*

REBECCA OTTO  
STATE AUDITOR

*/s/Greg Hierlinger*

GREG HIERLINGER, CPA  
DEPUTY STATE AUDITOR

October 26, 2011

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## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2010  
(Unaudited)**

**INTRODUCTION**

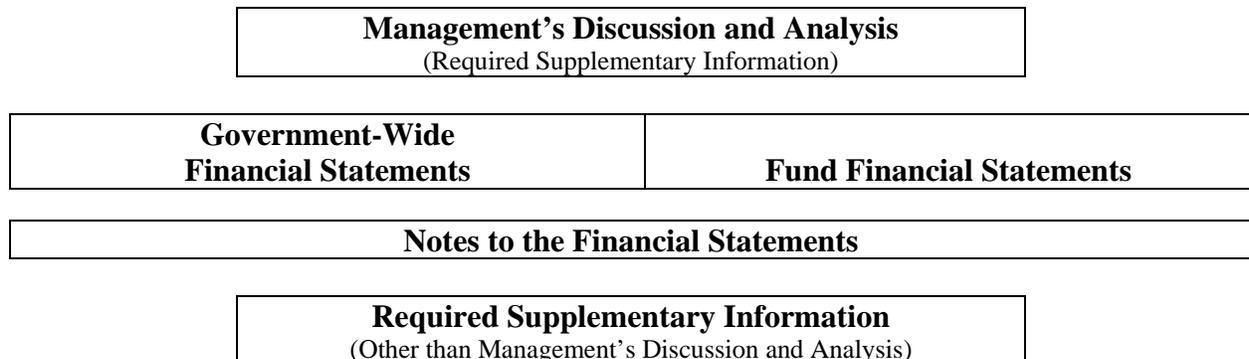
Grant County's Management's Discussion and Analysis (MD&A) provides an overview of the County's financial activities for the fiscal year ended December 31, 2010. We encourage readers to consider the information presented here in conjunction with Grant County's financial statements and the notes to the financial statements.

**FINANCIAL HIGHLIGHTS**

- Governmental activities' total net assets are \$29,732,565, of which Grant County has invested \$21,577,479 in capital assets and \$545,548 is restricted to specific purposes/uses by the County.
- The net cost of Grant County's governmental activities for the year ended December 31, 2010, was \$2,470,845; the net cost was funded by general revenues totaling \$5,190,667.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

Grant County's MD&A serves as an introduction to the basic financial statements. The County's basic financial statements consist of three parts: government-wide financial statements, fund financial statements, and notes to the financial statements. The MD&A (this section) and certain budgetary comparison schedules are required to accompany the basic financial statements and, therefore, are included as required supplementary information. The following chart demonstrates how the different pieces are inter-related.



Grant County presents two government-wide financial statements: the Statement of Net Assets and the Statement of Activities. These statements provide information about the activities of the County as a whole and present a longer-term view of Grant County's finances. The County's fund financial statements follow the government-wide financial statements. For governmental funds, these statements tell how Grant County financed services in the short term as well as what remains for future spending. Fund financial statements also report the County's operations in more detail than the government-wide statements by providing information about the County's most significant/major funds. The remaining statement provides financial information about activities for which the County acts solely as a trustee or agent for the benefit of those outside of the government.

### **Government-Wide Financial Statements--The Statement of Net Assets and the Statement of Activities**

The Statement of Net Assets and the Statement of Activities report information about Grant County as a whole and about its activities in a way that helps the reader determine whether Grant County's financial condition has improved or declined as a result of the current year's activities. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies.

These two statements consider all of Grant County's current year revenues and expenses, regardless of when the County receives the revenue or pays the expense, and reports the County's net assets and changes in them. You can think of the County's net assets--the difference between assets and liabilities--as one way to measure Grant County's financial health or financial position. Over time, increases or decreases in the County's net assets are one indicator of whether its financial health is improving or deteriorating. You will need to consider other nonfinancial factors, however, such as changes in the County's property tax base and the general economic conditions of the state and County, to assess the overall health of Grant County.

- Governmental activities--Grant County reports its basic services in the "Governmental Activities" column of these reports. The activities reported by the County include general government, public safety, highways and streets, sanitation, human services, health, culture and recreation, conservation of natural resources, and economic development. Grant County finances the majority of these activities with local property taxes, state-paid aids, fees, charges for services, and federal and state grants.
- Component unit--Grant County includes a separate legal entity in its report, the Housing and Redevelopment Authority of Grant County. This entity is presented in a separate column. Although legally separate, the component unit is important because the County is financially accountable for it.

The government-wide statements can be found as Exhibits 1 and 2 of this report.

## **Fund Financial Statements**

Grant County's fund financial statements provide detailed information about the significant funds--not the County as a whole. Significant governmental and fiduciary funds may be established by the County to meet requirements of a specific state law; to help control and manage money for a particular purpose/project; or to show that it is meeting specific legal responsibilities and obligations when expending property tax revenues, grants, and/or other funds designated for a specific purpose.

- Governmental funds--Most of Grant County's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending. These funds are reported in our financial statements using an accounting method called modified accrual accounting. This accounting method measures cash and other financial assets that the County can readily convert to cash. The governmental fund statements provide a detailed short-term view of the County's general government operations and the basic services it provides. Governmental fund information helps determine whether there are financial resources available that can be spent in the near future to finance various programs within Grant County. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in a reconciliation statement following each governmental fund financial statement.

The basic governmental fund financial statements can be found as Exhibits 3 through 6 of this report.

- Fiduciary funds--Grant County is the trustee, or fiduciary, over assets that can be used only for the trust beneficiaries based on the trust arrangement. The County reports its fiduciary activities in a separate Statement of Fiduciary Net Assets. These activities have been excluded from the County's other financial statements because the County cannot use these assets to finance its operations. Grant County is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

All fiduciary activities are reported in a separate statement of fiduciary net assets on Exhibit 7.

## **Notes to the Financial Statements**

Notes to the financial statements provide additional information 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 on pages 23 through 61 of this report.

## THE COUNTY AS A WHOLE

The following analysis focuses on the net assets (Table 1) and changes in net assets (Table 2) of the County's governmental activities.

**Table 1  
Net Assets**

	Governmental Activities	
	2010	2009 (Restated)
<b>Assets</b>		
Current and other assets	\$ 9,076,846	\$ 8,233,664
Capital assets, net of accumulated depreciation	21,577,479	19,877,498
<b>Total Assets</b>	<b>\$ 30,654,325</b>	<b>\$ 28,111,162</b>
<b>Liabilities</b>		
Current liabilities	\$ 553,928	\$ 698,477
Long-term liabilities	367,832	399,942
<b>Total Liabilities</b>	<b>\$ 921,760</b>	<b>\$ 1,098,419</b>
<b>Net Assets</b>		
Invested in capital assets	\$ 21,577,479	\$ 19,877,498
Restricted	545,548	559,577
Unrestricted	7,609,538	6,575,668
<b>Total Net Assets</b>	<b>\$ 29,732,565</b>	<b>\$ 27,012,743</b>

Grant County's total net assets for the year ended December 31, 2010, total \$29,732,565. The governmental activities' unrestricted net assets, totaling \$7,609,538, are available to finance the day-to-day operations of the governmental activities of Grant County.

**Table 2  
Changes in Net Assets**

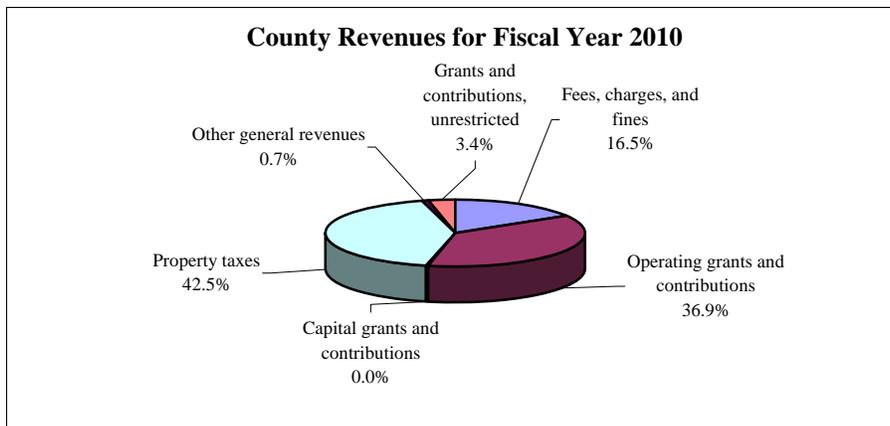
	Governmental Activities	
	2010	2009 (Restated)
<b>Revenues</b>		
<b>Program revenues</b>		
Fees, charges, fines, and other	\$ 1,843,811	\$ 1,591,373
Operating grants and contributions	4,111,338	5,809,953
Capital grants and contributions	2,270	83,367
<b>General revenues</b>		
Property taxes	4,732,467	4,554,101
Other taxes	49,870	34,096
Grants and contributions not restricted to specific programs	384,125	866,794
Unrestricted investment income	24,205	36,828
<b>Total Revenues</b>	<b>\$ 11,148,086</b>	<b>\$ 12,976,512</b>

	Governmental Activities	
	2010	2009 (Restated)
Expenses		
General government	\$ 2,373,495	\$ 2,669,028
Public safety	1,361,523	1,122,633
Highways and streets	1,553,428	3,387,079
Sanitation	513,127	530,282
Human services	2,151,746	3,913,631
Health	108,969	105,379
Culture and recreation	97,083	97,457
Conservation of natural resources	233,893	284,398
Economic development	35,000	35,000
Total Expenses	<u>\$ 8,428,264</u>	<u>\$ 12,144,887</u>
Change in Net Assets	\$ 2,719,822	\$ 831,625
Net Assets - January 1	<u>27,012,743</u>	<u>26,181,118</u>
Net Assets - December 31	<u>\$ 29,732,565</u>	<u>\$ 27,012,743</u>

### Governmental Activities

Revenues for Grant County’s governmental activities for the year ended December 31, 2010, were \$11,148,086. The County’s cost for all governmental activities for the year ended December 31, 2010, was \$8,428,264. Net assets for the County’s governmental activities increased by \$2,719,822 in 2010.

As shown in the Statement of Activities, the amount that Grant County taxpayers ultimately financed for these governmental activities through local property taxation was \$4,732,467, because \$5,957,419 of the costs were paid by grants and contributions received for those programs and by those who directly benefited from the programs, and \$384,125 was paid by other governments and organizations that provided additional grants and contributions. Grant County paid for the remaining “public benefit” portion of governmental activities with \$74,075 in other revenues, such as investment income, mortgage registry tax, and state deed tax.

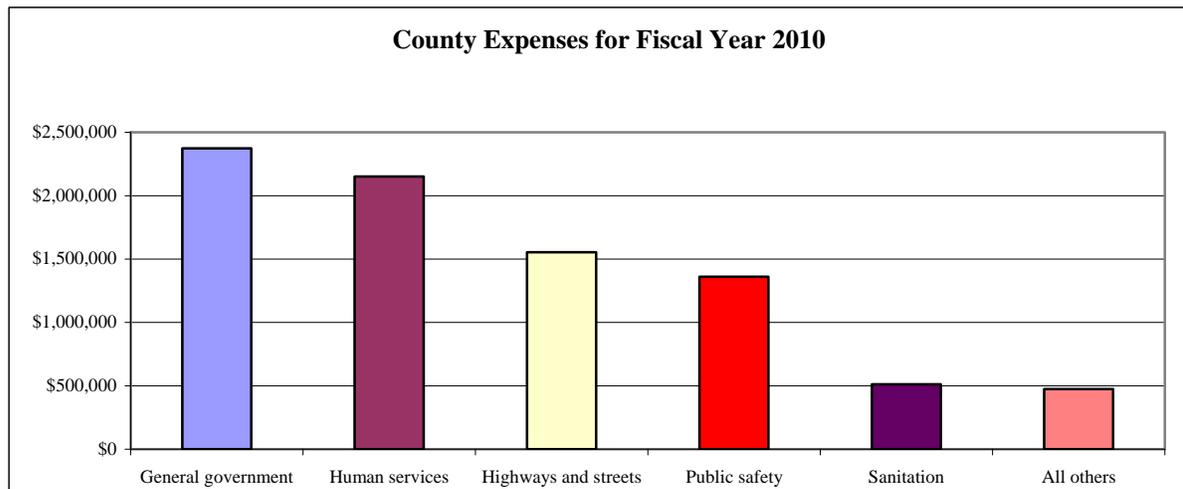


(Unaudited)

Table 3 presents the cost of each of Grant County’s five largest program functions, as well as each function’s net cost (total cost, less revenues generated by the activities). The net cost shows the financial burden placed on Grant County taxpayers by each of these functions. Note that highways and streets shows a negative net cost of services for 2010; this is due to revenues received in 2010 that will be used for future infrastructure. Sanitation also shows a negative net cost of services for 2010, as revenues generated by the activity exceeded costs incurred.

**Table 3  
Governmental Activities**

	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>
Program expenses		
General government	\$ 2,373,495	\$ 1,927,279
Human services	2,151,746	478,876
Highways and streets	1,553,428	(1,162,057)
Public safety	1,361,523	1,022,788
Sanitation	513,127	(27,291)
All others	474,945	231,250
	<u>\$ 8,428,264</u>	<u>\$ 2,470,845</u>
Total Program Expenses		



## THE COUNTY’S FUNDS

As Grant County completed the year, its governmental funds, as presented in the Balance Sheet, reported a combined fund balance of \$4,629,626.

## General Fund Budgetary Highlights

The Grant County Board of Commissioners, over the course of a budget year, may amend/revise the County's General Fund budget; however, in 2010, the County Board of Commissioners made no changes to the adopted budget. If the County Board of Commissioners had made changes to the budget as originally adopted, these budget amendments/revisions would have fallen into one of three categories: new information changing original budget estimations, greater than anticipated revenues or costs, and final agreement reached on employee contracts.

In the General Fund, the actual revenues were \$411,934 more than expected revenues, and actual expenditures were \$703,138 more than budgeted expenditures.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At the end of 2010, Grant County had \$21,577,479 invested in a broad range of capital assets, net of depreciation. This investment in capital assets includes land, buildings, highways and streets, and equipment (see Table 4).

**Table 4**  
**Capital Assets at Year-End**  
**(Net of Depreciation)**

	2010	2009
Land and rights-of-way	\$ 565,036	\$ 559,036
Construction in progress	1,196,746	1,044,932
Buildings	1,717,567	1,813,452
Office furniture and equipment	230,867	343,790
Machinery and automotive	796,193	821,237
Infrastructure	17,071,070	15,295,051
Totals	<u>\$ 21,577,479</u>	<u>\$ 19,877,498</u>

### Long-Term Debt

At December 31, 2010, Grant County had no bonds outstanding.

Other long-term obligations include compensated absences. Grant County's notes to the financial statements provide detailed information about the County's long-term liabilities.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

The County's elected and appointed officials considered many factors when setting the fiscal year 2011 budget and tax rates.

- Major revenue sources for the County are state-paid aids, credits, and grants. Should the State of Minnesota make significant changes to these revenues, it would have a significant impact on next year's budget.
- Land development and regulation issues affected the budget and tax rates.
- Reviewing revenue sources and considering cost-effective and efficient means for the delivery of Grant County programs and services will influence the development of future budgets.

## **CONTACTING THE COUNTY'S FINANCIAL MANAGEMENT**

Grant County's financial report provides citizens, taxpayers, customers, investors, and creditors with a general overview of Grant County's finances and shows the County's accountability for the money it receives and spends. If you have questions about this report or need additional financial information, contact Chad Van Santen, Grant County Auditor, (218-685-4520), Grant County Courthouse, 10 Second Street N.E., P. O. Box 1007, Elbow Lake, Minnesota 56531-1007.

## **BASIC FINANCIAL STATEMENTS**

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**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT 1*

**STATEMENT OF NET ASSETS  
DECEMBER 31, 2010**

	<b>Primary Government Governmental Activities</b>	<b>Component Unit Housing and Redevelopment Authority of Grant County</b>
<b><u>Assets</u></b>		
Cash and pooled investments	\$ 4,512,059	\$ 679,523
Petty cash and change funds	2,350	-
Departmental cash	115,990	-
Taxes receivable		
Prior - net	124,797	-
Special assessments receivable		
Prior - net	9,865	-
Accounts receivable - net	12,255	2,206
Accrued interest receivable	237	-
Due from other governments	4,061,123	-
Inventories	238,170	-
Prepaid items	-	10,914
Deferred charges	-	28,650
Restricted assets		
Cash and pooled investments	-	27,713
Capital assets		
Non-depreciable	1,761,782	530,210
Depreciable - net of accumulated depreciation	19,815,697	1,970,743
<b>Total Assets</b>	<b>\$ 30,654,325</b>	<b>\$ 3,249,959</b>
<b><u>Liabilities</u></b>		
Accounts payable	\$ 128,976	\$ 33,193
Salaries payable	126,986	-
Due to other governments	297,966	4,966
Accrued interest payable	-	3,238
Other accrued liabilities	-	15,669
Accounts payable from restricted assets	-	19,400
Long-term liabilities		
Due within one year	26,826	41,012
Due in more than one year	341,006	1,055,990
<b>Total Liabilities</b>	<b>\$ 921,760</b>	<b>\$ 1,173,468</b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT 1  
(Continued)*

**STATEMENT OF NET ASSETS  
DECEMBER 31, 2010**

	<u>Primary Government Governmental Activities</u>	<u>Component Unit Housing and Redevelopment Authority of Grant County</u>
<b><u>Net Assets</u></b>		
Invested in capital assets - net of related debt	\$ 21,577,479	\$ 1,515,953
Restricted for		
General government	134,417	-
Public safety	331,386	-
Highways and streets	79,745	-
Future projects	-	8,313
Unrestricted	<u>7,609,538</u>	<u>552,225</u>
<b>Total Net Assets</b>	<b><u><u>\$ 29,732,565</u></u></b>	<b><u><u>\$ 2,076,491</u></u></b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2010**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Fees, Charges, Fines, and Other</u>
<b>Primary government</b>		
<b>Governmental activities</b>		
General government	\$ 2,373,495	\$ 396,894
Public safety	1,361,523	159,726
Highways and streets	1,553,428	275,601
Sanitation	513,127	540,418
Human services	2,151,746	400,399
Health	108,969	-
Culture and recreation	97,083	-
Conservation of natural resources	233,893	70,773
Economic development	35,000	-
<b>Total Primary Government</b>	<b><u>\$ 8,428,264</u></b>	<b><u>\$ 1,843,811</u></b>
<b>Component unit</b>		
Grant County Housing and Redevelopment Authority	<b><u>\$ 733,759</u></b>	<b><u>\$ 349,988</u></b>

**General Revenues**

Property taxes, levied for general purposes  
Tax increments  
Payments in lieu of tax  
Grants and contributions not restricted to specific programs  
Unrestricted investment earnings  
Miscellaneous

**Total general revenues**

**Change in net assets**

**Net Assets - Beginning, as restated (Note 2.B.)**

**Net Assets - Ending**

**EXHIBIT 2**

<b>Program Revenues</b>		<b>Net (Expense) Revenue and Changes in Net Assets</b>	
<b>Operating Grants and Contributions</b>	<b>Capital Grants and Contributions</b>	<b>Primary Government Governmental Activities</b>	<b>Component Unit Housing and Redevelopment Authority of Grant County</b>
\$ 47,052	\$ 2,270	\$ (1,927,279)	
179,009	-	(1,022,788)	
2,439,884	-	1,162,057	
-	-	27,291	
1,272,471	-	(478,876)	
57,319	-	(51,650)	
17,945	-	(79,138)	
97,658	-	(65,462)	
-	-	(35,000)	
<b>\$ 4,111,338</b>	<b>\$ 2,270</b>	<b>\$ (2,470,845)</b>	
<b>\$ 206,525</b>	<b>\$ 184,859</b>		<b>\$ 7,613</b>
		\$ 4,732,467	\$ 35,000
		-	10,884
		49,870	-
		384,125	-
		24,205	8,024
		-	13,151
		<b>\$ 5,190,667</b>	<b>\$ 67,059</b>
		\$ 2,719,822	\$ 74,672
		<b>27,012,743</b>	<b>2,001,819</b>
		<b>\$ 29,732,565</b>	<b>\$ 2,076,491</b>

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**FUND FINANCIAL STATEMENTS**

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**GOVERNMENTAL FUNDS**

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT 3*

**BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2010**

	<u>General</u>	<u>Road and Bridge</u>	<u>Human Services</u>	<u>Nonmajor Funds</u>	<u>Total</u>
<b><u>Assets</u></b>					
Cash and pooled investments	\$ 1,657,400	\$ 847,081	\$ 1,548,850	\$ 528,981	\$ 4,582,312
Petty cash and change funds	2,025	100	25	200	2,350
Departmental cash	90,916	-	-	25,074	115,990
Taxes receivable					
Prior	73,707	28,189	22,901	-	124,797
Special assessments					
Prior	-	-	-	9,865	9,865
Accounts receivable	4,917	-	-	7,338	12,255
Accrued interest receivable	237	-	-	-	237
Due from other funds	64,971	-	3,472	-	68,443
Due from other governments	38,656	3,647,960	257,771	116,736	4,061,123
Inventories	-	238,170	-	-	238,170
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Assets</b>	<b><u>\$ 1,932,829</u></b>	<b><u>\$ 4,761,500</u></b>	<b><u>\$ 1,833,019</u></b>	<b><u>\$ 688,194</u></b>	<b><u>\$ 9,215,542</u></b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**EXHIBIT 3  
(Continued)**

**BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2010**

	<u>General</u>	<u>Road and Bridge</u>	<u>Human Services</u>	<u>Nonmajor Funds</u>	<u>Total</u>
<b><u>Liabilities and Fund Balances</u></b>					
<b>Liabilities</b>					
Cash overdraft	\$ -	\$ -	\$ -	\$ 70,253	\$ 70,253
Accounts payable	35,077	51,529	31,072	11,298	128,976
Salaries payable	51,505	53,939	20,940	602	126,986
Due to other funds	-	-	64,939	3,504	68,443
Due to other governments	29,855	1,854	256,520	9,737	297,966
Deferred revenue - unavailable	61,907	3,646,292	166,099	18,994	3,893,292
<b>Total Liabilities</b>	<b><u>\$ 178,344</u></b>	<b><u>\$ 3,753,614</u></b>	<b><u>\$ 539,570</u></b>	<b><u>\$ 114,388</u></b>	<b><u>\$ 4,585,916</u></b>
<b>Fund Balances</b>					
Reserved for					
Endowments	\$ 13,850	\$ -	\$ -	\$ -	\$ 13,850
Inventories	-	238,170	-	-	238,170
State-aid highway projects	-	79,745	-	-	79,745
Law library	11,976	-	-	-	11,976
Recorder's equipment	72,431	-	-	-	72,431
Enhanced 911	243,317	-	-	-	243,317
DARE	3,491	-	-	-	3,491
Sheriff's contingency	4,971	-	-	-	4,971
DUI forfeitures	45,570	-	-	-	45,570
Election equipment grant	45,512	-	-	-	45,512
Traffic division	37,528	-	-	-	37,528
Unreserved					
Designated for cash flows	800,000	330,387	500,000	-	1,630,387
Undesignated	475,839	359,584	793,449	-	1,628,872
Unreserved, reported in nonmajor Special revenue funds	-	-	-	573,806	573,806
<b>Total Fund Balances</b>	<b><u>\$ 1,754,485</u></b>	<b><u>\$ 1,007,886</u></b>	<b><u>\$ 1,293,449</u></b>	<b><u>\$ 573,806</u></b>	<b><u>\$ 4,629,626</u></b>
<b>Total Liabilities and Fund Balances</b>	<b><u>\$ 1,932,829</u></b>	<b><u>\$ 4,761,500</u></b>	<b><u>\$ 1,833,019</u></b>	<b><u>\$ 688,194</u></b>	<b><u>\$ 9,215,542</u></b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**EXHIBIT 4**

**RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE SHEET TO  
THE GOVERNMENT-WIDE STATEMENT OF NET ASSETS--GOVERNMENTAL ACTIVITIES  
DECEMBER 31, 2010**

<b>Fund balances - total governmental funds (Exhibit 3)</b>	<b>\$ 4,629,626</b>
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	21,577,479
Revenue in the statement of activities that do not provide current financial resources are not reported in the governmental funds.	3,893,292
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds.	
Compensated absences	<u>(367,832)</u>
<b>Net Assets of Governmental Activities (Exhibit 1)</b>	<b><u><u>\$ 29,732,565</u></u></b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT 5*

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>General</u>	<u>Road and Bridge</u>	<u>Human Services</u>	<u>Nonmajor Funds</u>	<u>Total</u>
<b>Revenues</b>					
Taxes	\$ 3,046,119	\$ 907,676	\$ 772,152	\$ -	\$ 4,725,947
Special assessments	-	-	-	193,695	193,695
Licenses and permits	1,805	-	-	550	2,355
Intergovernmental	567,351	1,678,414	1,057,245	261,894	3,564,904
Charges for services	403,495	80,317	234,811	470,144	1,188,767
Gifts and contributions	325	-	-	-	325
Investment earnings	21,514	-	-	2,691	24,205
Miscellaneous	159,588	195,284	27,253	79,120	461,245
<b>Total Revenues</b>	<b>\$ 4,200,197</b>	<b>\$ 2,861,691</b>	<b>\$ 2,091,461</b>	<b>\$ 1,008,094</b>	<b>\$ 10,161,443</b>
<b>Expenditures</b>					
<b>Current</b>					
General government	\$ 2,185,542	\$ -	\$ -	\$ -	\$ 2,185,542
Public safety	1,673,504	-	-	-	1,673,504
Highways and streets	-	2,883,283	-	-	2,883,283
Sanitation	-	-	-	513,127	513,127
Human services	-	-	1,704,819	352,382	2,057,201
Health	108,969	-	-	-	108,969
Culture and recreation	97,083	-	-	-	97,083
Conservation of natural resources	215,491	-	-	18,402	233,893
Economic development	35,000	-	-	-	35,000
<b>Intergovernmental</b>					
Highways and streets	-	179,866	-	-	179,866
Human services	-	-	192,832	-	192,832
<b>Total Expenditures</b>	<b>\$ 4,315,589</b>	<b>\$ 3,063,149</b>	<b>\$ 1,897,651</b>	<b>\$ 883,911</b>	<b>\$ 10,160,300</b>
<b>Net Change in Fund Balance</b>	<b>\$ (115,392)</b>	<b>\$ (201,458)</b>	<b>\$ 193,810</b>	<b>\$ 124,183</b>	<b>\$ 1,143</b>
<b>Fund Balance - January 1, as restated (Note 2.B.)</b>	<b>1,869,877</b>	<b>1,219,800</b>	<b>1,099,639</b>	<b>449,623</b>	<b>4,638,939</b>
<b>Increase (decrease) in reserved for inventories</b>	<b>-</b>	<b>(10,456)</b>	<b>-</b>	<b>-</b>	<b>(10,456)</b>
<b>Fund Balance - December 31</b>	<b>\$ 1,754,485</b>	<b>\$ 1,007,886</b>	<b>\$ 1,293,449</b>	<b>\$ 573,806</b>	<b>\$ 4,629,626</b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**EXHIBIT 6**

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE  
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES--GOVERNMENTAL ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2010**

**Net change in fund balances - total governmental funds (Exhibit 5) \$ 1,143**

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

In the funds, under the modified accrual basis, receivables not available for expenditure are deferred. In the statement of activities, those revenues are recognized when earned. The adjustment to revenue between the fund statements and the statement of activities is the increase or decrease in revenue deferred as unavailable.

Deferred revenue - December 31	\$ 3,893,292	
Deferred revenue - January 1	<u>(2,896,248)</u>	997,044

Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. Also, in the statement of activities, only the gain or loss on the disposal of assets is reported; whereas, in the governmental funds, the proceeds from sales increase financial resources. Therefore, the change in net assets differs from the change in fund balance by the net book value of the assets sold.

Expenditures for general capital assets and infrastructure	\$ 2,872,150	
Current year depreciation	<u>(1,172,169)</u>	1,699,981

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.

Change in compensated absences	\$ 32,110	
Change in inventories	<u>(10,456)</u>	<u>21,654</u>

**Change in Net Assets of Governmental Activities (Exhibit 2) \$ 2,719,822**

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**FIDUCIARY FUNDS**

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT 7*

**STATEMENT OF FIDUCIARY NET ASSETS  
FIDUCIARY FUNDS  
DECEMBER 31, 2010**

	<u>Agency Funds</u>
<b><u>Assets</u></b>	
Cash and pooled investments	<u>\$ 701,826</u>
<b><u>Liabilities</u></b>	
Due to other governments	<u>\$ 701,826</u>

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2010

1. Summary of Significant Accounting Policies

The County’s financial statements are prepared in accordance with generally accepted accounting principles (GAAP) as of and for the year ended December 31, 2010. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board issued through November 30, 1989, (when applicable) that do not conflict with or contradict GASB pronouncements. The more significant accounting policies established in GAAP and used by the County are discussed below.

A. Financial Reporting Entity

Grant County was established March 6, 1868, and is an organized county having the powers, duties, and privileges granted counties by Minn. Stat. ch. 373. As required by accounting principles generally accepted in the United States of America, these financial statements present Grant County (primary government) and its component unit for which the County is financially accountable. The County is governed by a five-member Board of Commissioners elected from districts within the County. The Board is organized with a chair and vice chair elected at the annual meeting in January of each year.

Discretely Presented Component Unit

The Housing and Redevelopment Authority (HRA) of Grant County is a component unit of Grant County and is reported in a separate column in the County’s government-wide financial statements to emphasize that the HRA is legally separate from Grant County. The HRA operates as a local governmental unit for the purpose of providing housing and redevelopment services to Grant County. The governing body consists of a five-member Board of Commissioners appointed by the Grant County Board of Commissioners to serve five-year terms. The financial statements included are as of and for the year ended December 31, 2010.

<u>Component Unit</u>	<u>Component Unit Included in Reporting Entity Because</u>	<u>Separate Financial Statements</u>
The HRA of Grant County provides services pursuant to Minn. Stat. §§ 469.001-.047	The County appoints members, and the HRA is a financial burden.	Grant County Coordinator’s Office P. O. Box 1007 Elbow Lake, Minnesota 56531

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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1. Summary of Significant Accounting Policies

A. Financial Reporting Entity (Continued)

Joint Ventures

The County participates in several joint ventures described in Note 5.C. The County also participates in jointly-governed organizations described in Note 5.D.

B. Basic Financial Statements

1. Government-Wide Statements

The government-wide financial statements (the statement of net assets and the statement of activities) display information about the primary government and its component unit. These statements include the financial activities of the overall County government, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities.

In the government-wide statement of net assets, the governmental activities are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The County's net assets are reported in three parts: (1) invested in capital assets, (2) restricted net assets, and (3) unrestricted net assets. The County first utilizes restricted resources to finance qualifying activities.

The statement of activities demonstrates the degree to which the direct expenses of each function of the County's governmental activities are offset by program revenues. Direct expenses are those clearly identifiable with a specific function or activity. Program revenues include: (1) fees, fines, and charges paid by the recipients of goods, services, or privileges provided by a given function or activity; and (2) grants and contributions restricted to meeting the operational or capital requirements of a particular function or activity. Revenues not classified as program revenues, including all taxes, are presented as general revenues.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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1. Summary of Significant Accounting Policies

B. Basic Financial Statements (Continued)

2. Fund Financial Statements

The fund financial statements provide information about the County's funds, including its fiduciary funds. Separate statements for each fund category--governmental and fiduciary--are presented. The emphasis of governmental fund financial statements is on major individual governmental funds, with each displayed as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor funds.

The County reports the following major governmental funds:

The General Fund is the County'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 Road and Bridge Special Revenue Fund is used to account for revenues and expenditures of the County Highway Department, which is responsible for the construction and maintenance of roads, bridges, and other projects affecting County roadways.

The Human Services Special Revenue Fund is used to account for economic assistance and community social services programs.

Additionally, the County reports the following fund types:

Agency funds are custodial in nature and do not present results of operations or have a measurement focus. These funds account for assets that the County holds for others in an agent capacity.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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1. Summary of Significant Accounting Policies (Continued)

C. Measurement Focus and Basis of Accounting

The government-wide and fiduciary fund 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.

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. Grant County considers all revenues as available if collected within 60 days after the end of the current period. Property and other taxes, licenses, and interest are all considered susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, compensated absences, and claims and judgments, which are recognized as expenditures to the extent that they have matured. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources.

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

D. Assets, Liabilities, and Net Assets or Equity

1. Deposits and Investments

The cash balances of substantially all funds are pooled and invested by the County Treasurer for the purpose of increasing earnings through investment activities. Pooled and fund investments are reported at their fair value at December 31, 2010, based on market prices. Pursuant to Minn. Stat. § 385.07, investment earnings on cash and pooled investments are credited to the General Fund.

Other funds received investment earnings based on other state statutes, grant agreements, contracts, and bond covenants. Pooled investment earnings for 2010 were \$21,514.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, and Net Assets or Equity

1. Deposits and Investments (Continued)

Grant County invests in an external investment pool, the Minnesota Association of Governments Investing for Counties (MAGIC) Fund, which is created under a joint powers agreement pursuant to Minn. Stat. § 471.59. The MAGIC Fund is not registered with the Securities and Exchange Commission (SEC), but does operate in a manner consistent with Rule 2a-7 prescribed by the SEC pursuant to the Investment Company Act of 1940 (17 C.F.R. § 270.2a-7). Therefore, the fair value of the County's position in the pool is the same as the value of the pool shares.

2. Receivables and Payables

Activities between funds representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (the current portion of interfund loans) or "advances to/from other funds" (the noncurrent portion of interfund loans).

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

All receivables, including those of the discretely presented component unit, are shown net of an allowance for uncollectibles.

Property taxes are levied as of January 1 on property values assessed as of the same date. The tax levy notice is mailed in March with the first half payment due May 15 and the second half payment due October 15. Unpaid taxes at December 31 become liens on the respective property and are classified in the financial statements as delinquent taxes receivable.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, and Net Assets or Equity (Continued)

3. Inventories

All inventories are valued at cost using the first in/first out method. Inventories in governmental funds are recorded as expenditures when purchased rather than when consumed. Inventories at the government-wide level are recorded as expenses when consumed.

4. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (for example, roads, bridges, sidewalks, and similar items), are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the County as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant, and equipment of the County, as well as its component unit, are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings and building improvements	30 - 40
Office furniture and equipment	3 - 15
Machinery and automotive	3 - 20
Infrastructure	25 - 75

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, and Net Assets or Equity (Continued)

5. Compensated Absences

The liability for compensated absences reported in the financial statements consists of unpaid, accumulated annual vacation and sick leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included. Compensated absences are accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

6. Deferred Revenue

All County funds and the government-wide financial statements defer revenue for resources that have been received, but not yet earned. Governmental funds also report deferred revenue in connection with receivables for revenues not considered to be available to liquidate liabilities of the current period.

7. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and 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 deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of the debt issued is reported as an other financing source. 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.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, and Net Assets or Equity

7. Long-Term Obligations (Continued)

The County has not calculated its other postemployment benefits (OPEB) obligation in order to report the liability on the government-wide statement of net assets. Therefore, the change in the net OPEB obligation has not been reported in the government-wide statement of activities. These are departures from generally accepted accounting principles.

8. Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts not available for appropriation or legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans subject to change.

9. Use of Estimates

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 the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. Stewardship, Compliance, and Accountability

A. Excess of Expenditures Over Appropriations

The following funds had expenditures in excess of budget for the year ended December 31, 2010:

	<u>Expenditures</u>	<u>Final Budget</u>	<u>Excess</u>
General Fund	\$ 4,315,589	\$ 3,612,451	\$ 703,138
Transportation Special Revenue Fund	352,382	190,592	161,790

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

2. Stewardship, Compliance, and Accountability (Continued)

B. Restatement

The January 1, 2010, fund balance in the Human Services Special Revenue Fund was restated to record a previously unrecorded payable to the Minnesota Department of Human Services.

	Governmental Activities	Human Services Special Revenue Fund
Net assets/fund balance, as previously reported	\$ 27,254,783	\$ 1,341,679
Restatement for unrecorded payable	(242,040)	(242,040)
Net assets/fund balance, as restated	\$ 27,012,743	\$ 1,099,639

3. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

Reconciliation of the County's total cash and investments to the basic financial statements follows:

Government-wide statement of net assets	
Governmental activities	
Cash and pooled investments	\$ 4,512,059
Petty cash and change funds	2,350
Departmental cash	115,990
Statement of fiduciary net assets	
Cash and pooled investments	701,826
Total Cash and Investments	\$ 5,332,225

a. Deposits

The County is authorized by Minn. Stat. §§ 118A.02 and 118A.04 to designate a depository for public funds and to invest in certificates of deposit. The County is required by Minn. Stat. § 118A.03 to protect deposits with insurance, surety bond, or collateral. The market value of collateral pledged shall be at least ten percent more than the amount on deposit at the close of the financial institution's banking day, not covered by insurance or bonds.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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3. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

a. Deposits (Continued)

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated “A” or better and revenue obligations rated “AA” or better; irrevocable standby letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution not owned or controlled by the financial institution furnishing the collateral.

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a financial institution failure, the County’s deposits may not be returned to it. The County does not have a deposit policy for custodial credit risk. The County’s deposits in banks at December 31, 2010, were entirely covered by federal depository insurance and collateral in accordance with Minnesota statutes.

b. Investments

The County may invest in the following types of investments as authorized by Minn. Stat. §§ 118A.04 and 118A.05:

- (1) securities which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress, except mortgage-backed securities defined as “high risk” by Minn. Stat. § 118A.04, subd. 6;
- (2) mutual funds through shares of registered investment companies provided the mutual fund receives certain ratings depending on its investments;

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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3. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

b. Investments (Continued)

- (3) general obligations of the State of Minnesota and its municipalities, and in certain state agency and local obligations of Minnesota and other states provided such obligations have certain specified bond ratings by a national bond rating service;
- (4) bankers' acceptances of United States banks;
- (5) commercial paper issued by United States corporations or their Canadian subsidiaries that is rated in the highest quality category by two nationally recognized rating agencies and matures in 270 days or less; and
- (6) with certain restrictions, in repurchase agreements, securities lending agreements, joint powers investment trusts, and guaranteed investment contracts.

Interest Rate Risk

Interest rate risk is the risk that changes in the market interest rates will adversely affect the fair value of an investment. The County 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

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. It is the County's policy to invest only in securities that meet the ratings requirements set by state statute. None of the County's investments at December 31, 2010, were rated.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

b. Investments (Continued)

Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities in the possession of an outside party. The County does not have a policy on custodial credit risk.

Concentration of Credit Risk

The concentration of credit risk is the risk of loss that may be caused by the County's investment in a single issuer. The County does not have a policy on concentration of credit risk.

The following table presents the County's deposit and investment balances at December 31, 2010, and information relating to potential investment risk:

<u>Investment Type</u>	<u>Concentration of Credit Risk Over 5 Percent of Portfolio</u>	<u>Interest Rate Risk Maturity Date</u>	<u>Carrying (Fair) Value</u>
Negotiable certificates of deposit			
First Bank Puerto Rico	15.4%	03/23/2011	\$ 150,048
Bank Baroda New York	15.4%	06/13/2011	150,000
Safra National Bank New York	15.4%	07/08/2011	149,850
Bank of the West Institutional CTF	N/A	12/27/2011	19,194
HSBC Bank Virginia	N/A	12/30/2011	18,755
HSBC Bank Virginia	N/A	11/29/2016	13,327
Total negotiable certificates of deposit			\$ 501,174
Investment pools			
MAGIC Fund	48.6%		474,424
Total investments			\$ 975,598

N/A - Not Applicable

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments (Continued)

Investment Type	Concentration of Credit Risk Over 5 Percent of Portfolio	Interest Rate Risk Maturity Date	Carrying (Fair) Value
Deposits			3,538,432
Money market accounts with broker			399,855
Certificates of deposit			300,000
Petty cash			2,350
Departmental cash			115,990
			<u>115,990</u>
Total Cash and Investments			<u>\$ 5,332,225</u>

2. Receivables

Receivables as of December 31, 2010, for the County's governmental activities, net of the applicable allowances for uncollectible accounts, are as follows:

	Total Receivables	Amounts Not Scheduled for Collection During the Subsequent Year
Governmental Activities		
Taxes	\$ 124,797	\$ -
Special assessments	9,865	-
Accounts	12,255	-
Accrued interest	237	-
Due from other governments	4,061,123	-
	<u>4,061,123</u>	<u>-</u>
Total Governmental Activities	<u>\$ 4,208,277</u>	<u>\$ -</u>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

A. Assets (Continued)

3. Capital Assets

Capital asset activity for the year ended December 31, 2010, was as follows:

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets not depreciated				
Land	\$ 217,383	\$ 6,000	\$ -	\$ 223,383
Right-of-way	341,653	-	-	341,653
Construction in progress	1,044,932	2,700,251	2,548,437	1,196,746
Total capital assets not depreciated	<u>\$ 1,603,968</u>	<u>\$ 2,706,251</u>	<u>\$ 2,548,437</u>	<u>\$ 1,761,782</u>
Capital assets depreciated				
Buildings	\$ 3,970,615	\$ -	\$ -	\$ 3,970,615
Office furniture and equipment	1,513,897	-	-	1,513,897
Machinery and automotive	3,109,629	165,899	49,023	3,226,505
Infrastructure	25,435,660	2,548,437	-	27,984,097
Total capital assets depreciated	<u>\$ 34,029,801</u>	<u>\$ 2,714,336</u>	<u>\$ 49,023</u>	<u>\$ 36,695,114</u>
Less: accumulated depreciation for				
Buildings	\$ 2,157,163	\$ 95,885	\$ -	\$ 2,253,048
Office furniture and equipment	1,170,107	112,923	-	1,283,030
Machinery and automotive	2,288,392	190,943	49,023	2,430,312
Infrastructure	10,140,609	772,418	-	10,913,027
Total accumulated depreciation	<u>\$ 15,756,271</u>	<u>\$ 1,172,169</u>	<u>\$ 49,023</u>	<u>\$ 16,879,417</u>
Total capital assets depreciated, net	<u>\$ 18,273,530</u>	<u>\$ 1,542,167</u>	<u>\$ -</u>	<u>\$ 19,815,697</u>
Governmental Activities Capital Assets, Net	<u>\$ 19,877,498</u>	<u>\$ 4,248,418</u>	<u>\$ 2,548,437</u>	<u>\$ 21,577,479</u>

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

Governmental Activities	
General government	\$ 199,658
Public safety	19,046
Highways and streets, including depreciation of infrastructure	906,752
Human services	46,713
Total Depreciation Expense	<u>\$ 1,172,169</u>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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3. Detailed Notes on All Funds (Continued)

B. Interfund Receivables, Payables, and Transfers

The composition of interfund balances as of December 31, 2010, is as follows:

Due To/From Other Funds

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>	<u>Description</u>
General Fund	Human Services Special Revenue Fund	\$ 64,939	Charges for services
	Ditch Special Revenue Fund	<u>32</u>	Charges for services
Total Due To General Fund		\$ 64,971	
Human Services Special Revenue Fund	Transportation Special Revenue Fund	<u>3,472</u>	Transportation services
Total Due To/From Other Funds		<u><u>\$ 68,443</u></u>	

C. Liabilities

1. Payables

Payables at December 31, 2010, were as follows:

	<u>Governmental Activities</u>
Accounts	\$ 128,976
Salaries	126,986
Due to other governments	<u>297,966</u>
Total Payables	<u><u>\$ 553,928</u></u>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

C. Liabilities (Continued)

2. Deferred Revenue

Deferred revenue consists of taxes and special assessments receivable, state and federal grants not collected soon enough after year-end to pay liabilities of the current period, and money from state-aid highway allotments received but not yet earned. Deferred revenue at December 31, 2010, is summarized by fund:

	<u>Taxes and Special Assessments</u>	<u>Grants</u>	<u>State-Aid Highway Allotments</u>	<u>Other</u>	<u>Total</u>
Major governmental funds					
General	\$ 53,038	\$ 6,456	\$ -	\$ 2,413	\$ 61,907
Road and Bridge	21,642	-	3,624,650	-	3,646,292
Human Services	17,355	148,744	-	-	166,099
Nonmajor governmental funds					
Ditch	32	-	-	-	32
Solid Waste	7,838	-	-	4,840	12,678
Transportation	-	6,284	-	-	6,284
Total	<u>\$ 99,905</u>	<u>\$ 161,484</u>	<u>\$ 3,624,650</u>	<u>\$ 7,253</u>	<u>\$ 3,893,292</u>
Deferred revenue					
Unavailable	<u>\$ 99,905</u>	<u>\$ 161,484</u>	<u>\$ 3,624,650</u>	<u>\$ 7,253</u>	<u>\$ 3,893,292</u>

3. Vacation and Sick Leave

Under the County's personnel policies, County employees are granted vacation in varying amounts based on their length of service. Vacation leave accrual varies from 12 to 24 days per year. Sick leave accrual is 12 days per year.

Unused accumulated vacation and vested sick leave are paid to employees upon termination. Unvested sick leave, valued at \$502,126 at December 31, 2010, is available to employees in the event of illness-related absences, but is not paid to them upon termination.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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3. Detailed Notes on All Funds

C. Liabilities (Continued)

4. Other Postemployment Benefits - Retirees

The County pays health insurance for employees who retire with at least 12 years of experience, who have reached the age of 55, but who are under the age of 65 and not eligible for Medicare. The County pays 50 percent of the cost of single coverage. The County's contributions for the year ended December 31, 2010, were \$38,297. During 2010, five employees qualified for retired employee health insurance coverage.

5. Changes in Long-Term Liabilities

Long-term liability activity for the year ended December 31, 2010, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Compensated absences	\$ 399,942	\$ -	\$ 32,110	\$ 367,832	\$ 26,826

4. Employee Retirement Systems and Pension Plans

A. Plan Description

All full-time and certain part-time employees of Grant County are covered by defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Fund and the Public Employees Police and Fire Fund, which are cost-sharing, multiple-employer retirement plans. These plans are established and administered in accordance with Minn. Stat. chs. 353 and 356.

General Employees Retirement Fund members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security, and Basic Plan members are not. All new members must participate in the Coordinated Plan and benefits vest after three years of credited service (five years for those first eligible for membership after June 30, 2010).

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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4. Employee Retirement Systems and Pension Plans

A. Plan Description (Continued)

All police officers, firefighters, and peace officers who qualify for membership by statute are covered by the Public Employees Police and Fire Fund. For members first eligible for membership after June 30, 2010, benefits vest on a graduated schedule starting with 50 percent after five years and increasing 10 percent for each year of service until fully vested after ten years. Members eligible for membership before July 1, 2010, are fully vested after three years of service.

PERA provides retirement benefits as well as disability benefits to members and benefits to survivors upon death of eligible members. Benefits are established by state statute. Defined retirement benefits are based on a member's average yearly salary for the five highest-paid consecutive years of allowable service, age, and years of credit at termination of service.

Two methods are used to compute benefits for General Employees Retirement Fund Coordinated and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2 percent of average salary for each of the first ten years of service and 2.7 percent for each year thereafter. For a Coordinated Plan member, the annuity accrual rate is 1.2 percent of average salary for each of the first ten years and 1.7 percent for each successive year. Using Method 2, the annuity accrual rate is 2.7 percent of average salary for Basic Plan members and 1.7 percent for Coordinated Plan members for each year of service. For the Public Employees Police and Fire Fund members, the annuity accrual rate is 3.0 percent of average salary for each year of service.

For General Employees Retirement Fund members whose annuity is calculated using Method 1, and all Public Employees Police and Fire Fund members, a full annuity is available when age plus years of service equal 90. Normal retirement age is 55 for Public Employees Police and Fire Fund members and either 65 or 66 (depending on date hired) for General Employees Retirement Fund members. A reduced retirement annuity is also available to eligible members seeking early retirement.

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not yet receiving them are bound by the provisions in effect at the time they last terminated public service.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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4. Employee Retirement Systems and Pension Plans

A. Plan Description (Continued)

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the General Employees Retirement Fund and the Public Employees Police and Fire Fund. That report may be obtained on the internet at [www.mnpera.org](http://www.mnpera.org); by writing to PERA at 60 Empire Drive, Suite 200, Saint Paul, Minnesota 55103-2088; or by calling 651-296-7460 or 1-800-652-9026.

B. Funding Policy

Pension benefits are funded from member and employer contributions and income from the investment of fund assets. Rates for employer and employee contributions are set by Minn. Stat. ch. 353. These statutes are established and amended by the State Legislature. The County makes annual contributions to the pension plans equal to the amount required by state statutes. General Employees Retirement Fund Basic Plan members and Coordinated Plan members are required to contribute 9.1 and 6.0 percent, respectively, of their annual covered salary. Public Employees Police and Fire Fund members are required to contribute 9.4 percent.

The County is required to contribute the following percentages of annual covered payroll in 2010:

General Employees Retirement Fund	
Basic Plan members	11.78%
Coordinated Plan members	7.00
Public Employees Police and Fire Fund	14.10

The County's contributions for the years ending December 31, 2010, 2009, and 2008, for the General Employees Retirement Fund and the Public Employees Police and Fire Fund were:

	<u>2010</u>	<u>2009</u>	<u>2008</u>
General Employees Retirement Fund	\$ 190,126	\$ 209,919	\$ 188,375
Public Employees Police and Fire Fund	55,439	55,234	43,852

These contribution amounts are equal to the contractually required contributions for each year as set by state statute.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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4. Employee Retirement Systems and Pension Plans (Continued)

C. Defined Compensation Plan

Four County Commissioners of Grant County are covered by the Public Employees Defined Contribution Plan, a multiple-employer deferred compensation plan administered by PERA. This plan is established and administered in accordance with Minn. Stat. ch. 353D, which may be amended by the State Legislature. The plan is a tax qualified plan under Section 401(a) of the Internal Revenue Code, and all contributions by or on behalf of employees are tax deferred until time of withdrawal.

Plan benefits depend solely on amounts contributed to the plan plus investment earnings, less administrative expenses. For those qualified personnel who elect to participate, Minn. Stat. § 353D.03 specifies plan provisions, including the employee and employer contribution rates. An eligible elected official who decides to participate contributes 5.00 percent of salary, which is matched by the employer. Employees may elect to make member contributions in an amount not to exceed the employer share. Employee and employer contributions are combined and used to purchase shares in one or more of the seven accounts of the Minnesota Supplemental Investment Fund. For administering the plan, PERA receives 2.00 percent of employer contributions and 0.25 percent of the assets in each member account annually.

Total contributions by dollar amount and percentage of covered payroll made by the County during the year ended December 31, 2010, were:

	<u>Employee</u>	<u>Employer</u>
Contribution amount	\$ 3,487	\$ 3,487
Percentage of covered payroll	5%	5%

Required contributions rates were 5.0 percent.

5. Summary of Significant Contingencies and Other Items

A. Risk Management

The County is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters for which the County carries commercial insurance. The County has entered into a joint powers agreement with other Minnesota counties to form the Minnesota Counties

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items

A. Risk Management (Continued)

Intergovernmental Trust (MCIT). The County is a member of both the MCIT Workers' Compensation and Property and Casualty Divisions. For employee group health insurance benefits, the County is a member of the Lakes County Service Cooperative (Service Cooperative). For other risks, the County carries commercial insurance. There were no significant reductions in insurance from the prior year. The amount of settlements did not exceed insurance coverage for the past three fiscal years.

The Workers' Compensation Division of MCIT is self-sustaining based on the contributions charged, so that total contributions plus compounded earnings on these contributions will equal the amount needed to satisfy claims liabilities and other expenses. MCIT participates in the Workers' Compensation Reinsurance Association with coverage at \$450,000 per claim in 2010 and 2011. Should the MCIT Workers' Compensation Division liabilities exceed assets, MCIT may assess the County in a method and amount to be determined by MCIT.

The Property and Casualty Division of MCIT is self-sustaining, and the County pays an annual premium to cover current and future losses. MCIT carries reinsurance for its property lines to protect against catastrophic losses. Should the MCIT Property and Casualty Division liabilities exceed assets, MCIT may assess the County in a method and amount to be determined by MCIT.

The Service Cooperative is a joint powers entity which sponsors a plan to provide group employee health benefits to its participating members. All members pool premiums and losses; however, a particular member may receive increases or decreases depending on a good or bad year of claims experience. Premiums are determined annually by the Service Cooperative and are based partially on the experience of the County and partially on the experience of the group. The Service Cooperative solicits proposals from carriers and negotiates the contracts.

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 the expenditures that may be disallowed by the grantor cannot be determined at this time, although the County expects such amounts, if any, to be immaterial.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items

B. Contingent Liabilities (Continued)

The County is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the County Attorney, the resolution of these matters will not have a material adverse effect on the financial condition of the County.

C. Joint Ventures

West Central Area Agency on Aging

The West Central Area Agency on Aging was established June 2, 1992, by a joint powers agreement among Becker, Clay, Douglas, Grant, Otter Tail, Pope, Stevens, Traverse, and Wilkin Counties. In 2005, the Area Agency on Aging became part of a larger planning and service area, covering 21 counties. This is a partnership between the Northwest Regional Development Commission, the 5-county service area of Region 2, and the West Central Area Agency on Aging. The combined area on aging, known as the Land of the Dancing Sky Area on Aging, was established to administer all aspects of the Older Americans Act by providing programs to meet the needs of the elderly in the 21-county area. Each county may be assessed a proportional share of the 25 percent of the administrative costs incurred in carrying out this agreement. Each county's proportional share of the 25 percent of the administrative costs will be based upon the number of persons age 60 or older living within that county.

The Land of the Dancing Sky umbrella board meets quarterly to discuss and approve major items such as the area plan and dollar allocations, while the advisory councils and joint powers boards continue to meet monthly to make decisions affecting their local counties.

Control is vested in the West Central Board on Aging. The Board consists of one Commissioner from each of the counties. Each member of the Board is appointed by the County Commissioners of the county he or she represents.

Any county may withdraw by providing notice to the chair of the Board 90 days prior to the beginning of the fiscal year. The chair will forward a copy to each of the member counties. Withdrawal does not act to discharge any liability incurred or chargeable to any county before the effective date of withdrawal.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items

C. Joint Ventures

West Central Area Agency on Aging (Continued)

Complete financial information can be obtained from:

West Central Area Agency on Aging  
313 South Mill Street  
P. O. Box 726  
Fergus Falls, Minnesota 56537-2577

Stevens Traverse Grant Public Health Nursing Service

Grant County entered into a joint powers agreement with Stevens and Traverse Counties creating and operating the Stevens Traverse Grant Public Health Nursing Service, pursuant to Minn. Stat. § 471.59. The Nursing Service is headquartered in Morris, Minnesota, and has other offices in Wheaton and Elbow Lake, Minnesota.

The management of the Nursing Service is vested in the Joint Public Health Nursing Board, which consists of nine members, three Commissioners each from Stevens County, Traverse County, and Grant County. Financing is provided by state grants; appropriations from Stevens, Traverse, and Grant Counties; and charges for services. Grant County's contribution for 2010 was \$95,965.

Complete financial statements for the Stevens Traverse Grant Public Health Nursing Service can be obtained from:

Stevens Traverse Grant Public Health Nursing Service  
621 Pacific Avenue  
Morris, Minnesota 56267

Mid-State Community Health Services

Grant, Pope, Stevens, and Traverse Counties entered into a joint powers agreement creating and operating the Mid-State Community Health Services, pursuant to Minn. Stat. § 471.59, to secure more efficient health care services for the mutual benefit of each of the joint participants. During 2010, Grant County did not contribute to Mid-State Community Health Services.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items

C. Joint Ventures

Mid-State Community Health Services (Continued)

As of January 1, 2011, Mid-State Community Health Services' name changed to the Horizon Community Health Board, and Douglas County was added as a member.

Complete financial information can be obtained from:

Horizon Community Health Board  
211 East Minnesota Avenue, Suite 100  
Glenwood, Minnesota 56334

Minnesota River Board

The Minnesota River Board (formerly the Minnesota River Basin Joint Powers Board) was established July 12, 1995, by an agreement between Grant County and 37 other counties. The agreement was made to promote orderly water quality improvement and management of the Minnesota River Watershed. Each county is responsible for its proportional share of the administrative budget and for its share of benefits from any special project.

In the event of termination of the agreement, all property, real and personal, held by the Board shall be distributed by resolution of the policy committee to best accomplish the continuing purposes of the project.

Control is vested in an executive board of five officers elected from the membership of the Board, consisting of one representative and alternate from each County Board of Commissioners included in this agreement. During 2010, Grant County did not contribute to the Board.

Complete financial information can be obtained from:

Minnesota River Board  
135 Trafton Science Center South  
Minnesota State University, Mankato  
Mankato, Minnesota 56001

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items

C. Joint Ventures (Continued)

West Central Minnesota Drug Task Force

The West Central Minnesota Drug Task Force was established in 1996 under the authority of the Joint Powers Act, pursuant to Minn. Stat. § 471.59, and includes Becker, Clay, Douglas, Grant, Otter Tail, and Todd Counties, and the Cities of Alexandria, Breckenridge, Detroit Lakes, Fargo, Fergus Falls, Moorhead, Pelican Rapids, Perham, and Wahpeton. The Task Force's objectives are to detect, investigate, and apprehend controlled substance offenders in the six-county area.

Control of the West Central Minnesota Drug Task Force is vested in a Board of Directors, which consists of department heads or a designee from each participating full-time member agency. In the event of dissolution of the Task Force, the equipment will be divided and returned to the appropriate agencies. However, if only one agency terminates its agreement and the unit continues, all equipment will remain with the Task Force. Financing and equipment will be provided by the full-time and associate member agencies. Grant County provided \$3,500 to this organization in 2010.

Douglas County, in an agent capacity, reports the cash transactions of the West Central Minnesota Drug Task Force as an agency fund on its financial statements. Separate financial information is not available.

Pomme de Terre River Association

The Pomme de Terre River Association Joint Powers Board was established August 11, 1981, by a joint powers agreement between Grant County and five other counties and their respective soil and water conservation districts. The agreement was made to develop and implement plans to protect property from damage of flooding; control erosion of land; protect streams and lakes from sedimentation and pollution; and maintain or improve the quality of water in the streams, lakes, and ground water lying within the boundaries of the watershed of the Pomme de Terre River.

Administrative costs are apportioned equally to the soil and water conservation districts included in the Association based on actual costs.

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5. Summary of Significant Contingencies and Other Items

C. Joint Ventures

Pomme de Terre River Association (Continued)

Control is vested in a Joint Powers Board, comprised of one representative of each of the County Boards of Commissioners and one representative from each soil and water conservation district board of supervisors included within the agreement. During 2010, Grant County did not contribute any funds to the Association.

Complete financial information for the Pomme de Terre River Association Joint Powers Board can be obtained from:

Pomme de Terre River Association  
900 Roberts Street, Suite 104  
Alexandria, Minnesota 56308

Prime West Central County-Based Purchasing Initiative

The Prime West Central County-Based Purchasing Initiative was established December 1998 by a joint powers agreement among Grant County and nine other counties under the authority of Minn. Stat. § 471.59. An additional three counties joined in 2008. The purpose of this agreement is to plan and administer a multi-county-based purchasing program for medical assistance and general assistance medical care services and other health care programs as authorized by Minn. Stat. § 256B.692.

Control of the Purchasing Initiative is vested in a Joint Powers Board, composed of one Commissioner from each member county. Each member of the Joint Powers Board is appointed by the County Commissioners of the county he or she represents.

In the event of termination of the joint powers agreement, all assets owned pursuant to this agreement shall be sold, and the proceeds, together with monies on hand, will be distributed to the current members based on their proportional share of each member's county-based purchasing eligible population.

**GRANT COUNTY  
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5. Summary of Significant Contingencies and Other Items

C. Joint Ventures

Prime West Central County-Based Purchasing Initiative (Continued)

Financing is provided by medical assistance and general assistance medical care payments from the Minnesota Department of Human Services. Complete financial information can be obtained from:

Prime West Health  
2209 Jefferson Street, Suite 101  
Alexandria, Minnesota 56308

Supporting Hands Nurse Family Partnership Board

The Supporting Hands Nurse Family Partnership Board was established pursuant to Minn. Stat. §§ 471.59 and 145A.17 and a joint powers agreement effective June 5, 2007. The Board consists of 12 members, including an appointed Commissioner from each participating county. The primary purpose of the joint venture is to improve the health and life-course of low-income, first-time mothers, and their children. The joint venture is financed primarily by contributions from participating counties.

McLeod County acts as the fiscal agent for Supporting Hands Nurse Family Partnership. A complete financial report of the Supporting Hands Nurse Family Partnership can be obtained from:

McLeod County  
830 - 11th Street East  
Glencoe, Minnesota 55336

Central Minnesota Regional Radio Board

The Central Minnesota Regional Radio Board was established in 2007, under the authority conferred upon the member parties by Minn. Stat. §§ 471.59 and 403.39, and includes the City of St. Cloud and the Counties of Benton, Big Stone, Douglas, Grant, Kandiyohi, Meeker, Morrison, Otter Tail, Pope, Sherburne, Stearns, Stevens, Swift, Todd, Traverse, Wadena, Wilkin, and Wright.

**GRANT COUNTY  
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5. Summary of Significant Contingencies and Other Items

C. Joint Ventures

Central Minnesota Regional Radio Board (Continued)

The purpose of the Central Minnesota Regional Radio Board is to provide for regional administration of enhancements to the Statewide Public Safety Radio and Communication System (ARMER), owned and operated by the State of Minnesota.

Control of the Central Minnesota Regional Radio Board is vested in the Central Minnesota Regional Radio Board, which is composed of one Commissioner of each county appointed by their respective County Board and one City Council member from each city appointed by their respective City Council, as provided in the Central Minnesota Regional Radio Board's by-laws.

In the event of dissolution of the Central Minnesota Regional Radio Board, all property, assets, and funds of the Board are to be distributed to the parties of the agreement upon termination in direct proportion to their participation and contribution. Any city or county that has withdrawn from the agreement prior to termination of the Board will share in the distribution of property, assets, and funds of the Board only to the extent it shared in the original expense.

The Central Minnesota Regional Radio Board has no long-term debt. Financing is provided by appropriations from member parties and by state and federal grants. Complete financial information can be obtained from:

Central Minnesota Regional Radio Board  
City of St. Cloud  
Office of the Mayor  
City Hall  
400 Second Street South  
St. Cloud, Minnesota 56303

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5. Summary of Significant Contingencies and Other Items

C. Joint Ventures (Continued)

Region 4 South Adult Mental Health Consortium

Grant, Douglas, Pope, Stevens and Traverse Counties entered into a joint powers agreement creating and operating Region 4 South Adult Mental Health Consortium, pursuant to Minn. Stat. § 471.59, to provide a system of care that will serve the needs of adults with serious and persistent mental illness for the mutual benefit of each of the joint participants.

Control of the Consortium is vested in a governing board, which consists of each participating County's Director of Social Services, Family Services, or Human Services, as the case may be. The governing board operates under the ultimate authority of the Executive Commissioner Board. The Executive Commissioner Board is composed of one Commissioner of each county appointed by their respective County Board.

Any county may withdraw by providing notice to the chair of the Board 90 days prior to the date of the proposed withdrawal. Withdrawal does not act to discharge any liability incurred or chargeable to any county before the effective date of the withdrawal.

Dissolution of the Consortium will occur by unanimous vote of the counties, or when the membership in the Consortium is reduced to less than two counties. Upon dissolution of the Consortium, the member counties will share in the current liabilities and current financial assets, including real property, of the Consortium equally if no county has contributed during the term of the Consortium or based upon their percentage of contribution to the Consortium's budget during the period applicable to such liabilities and assets.

Financing is predominantly provided by state grants. Grant County, in a fiscal host capacity, reports the cash transactions of the Consortium as an agency fund on its financial statements. Separate financial information is not available.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items (Continued)

D. Jointly-Governed Organizations

Grant County, in conjunction with other governmental entities and various private organizations, formed the jointly-governed organizations listed below:

Western Area City/County Co-Op

Grant County and 24 other cities and counties entered into a joint powers agreement to establish the Western Area City/County Co-Op (WACCO) Joint Powers Board, effective September 5, 1995, and empowered under Minn. Stat. § 471.59. The purpose of WACCO is to establish a resource network that identifies common needs of the individual governmental units and reduces the financial burdens on each of its members through the cooperative sharing of existing resources. The management and control of WACCO is vested in a Board of Directors composed of a representative appointed by each member city and county.

District IV Transportation Planning

Grant County and 13 other cities and counties entered into a joint powers agreement to establish the District IV Transportation Planning Joint Powers Board, effective December 11, 1996, and empowered under Minn. Stat. § 471.59. The purpose of the Board is to develop a multi-modal transportation plan for the geographical jurisdiction of the member cities and counties. The Board is composed of 14 members, with one member appointed by each member city and county.

Grant County Child and Youth Council Collaborative

The Grant County Child and Youth Council Collaborative was established in 1998 under the authority of Minn. Stat. § 124D.23. The Collaborative includes Ashby Public School, Herman-Norcross Public School, West Central Area Schools, Grant County Public Health, Grant County Social Services, and West Central Minnesota Community Action, Inc. The Collaborative was formed as a family services collaborative for the purpose of providing coordinated child and family services and to create an integrated system of services for children and families with multiple and special needs.

Control of the Collaborative is vested in a collaborative governing board and an Executive Committee. The Board is composed of one member and alternate from each agency involved. The Board exercises revenue authority and approves the annual budget.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items

D. Jointly-Governed Organizations

Grant County Child and Youth Council Collaborative (Continued)

The Executive Committee comprises the directors of Grant County Public Health, Grant County Social Services, and West Central Community Action, Inc.; the superintendents of Ashby, Herman-Norcross, and West Central Area Schools; a representative of the Grant County Department of Court Services; and a parent nominated from the area. The Executive Committee has policy oversight authority for integrated services design as well as authority over expenditures.

Any party may exercise a right to withdraw from the Grant County Child and Youth Council Collaborative by passage of a resolution by its governing body declaring its intent to withdraw and giving at least a 180-day notice. When a party exercises its option to withdraw, the party shall remain liable for fiscal obligation incurred prior to the effective date of the withdrawal. If the Collaborative is terminated, the Board shall continue to exist for the limited purpose of discharging the Collaborative's debts and liabilities, settling its affairs, and disposing of integrated fund assets, if any.

Financing is provided by state and federal grants and contributions from the member parties. During 2010, Grant County did not contribute to the Collaborative.

E. Related Organization

Lakeland Mental Health Center

Lakeland Mental Health Center was formed pursuant to Minn. Stat. ch. 317A as a 501(c)3 nonprofit corporation on February 10, 1961, and includes Becker, Clay, Grant, Otter Tail, and Pope Counties. The purpose of Lakeland Mental Health Center is to promote healthy individuals, families, and communities by providing high quality accessible mental health services.

The management of Lakeland Mental Health Center is vested in a Board of Directors consisting of one Commissioner and one community-at-large representative from each member county, plus one human service director, or equivalent position, rotated between the member counties.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items

E. Related Organization

Lakeland Mental Health Center (Continued)

Services are provided to the member counties through purchase of services agreements. A member county may lose its membership, by action of the Board of Directors, if it fails to have a signed contract with Lakeland Mental Health Center. Grant County paid \$27,073 in 2010 for services purchased through Lakeland Mental Health Center.

F. Subsequent Events

The Board of County Commissioners, in its meeting on February 1, 2011, approved motions to award a bond sale of \$2,480,000 General Obligation Bonds, Series 2011A, and \$2,000,000 Taxable General Obligation Capital Improvement Bonds, Series 2011B.

6. Component Unit Disclosures

A. Summary of Significant Accounting Policies

1. Reporting Entity

The Housing and Redevelopment Authority (HRA) of Grant County is a component unit of Grant County and is reported in a separate column in the County's financial statements to emphasize that the HRA is a legally separate entity from Grant County. The HRA operates as a public agency created by Grant County under the Minnesota Housing and Redevelopment Authority Act of 1947. The primary purpose is to provide housing and redevelopment services to the County. The governing body consists of a five-member Board of Commissioners appointed by the Grant County Board of Commissioners to serve five-year terms. The financial statements included are as of and for the year ended December 31, 2010.

2. Basis of Accounting

The HRA is reported as an enterprise fund and is accounted for using the accrual basis of accounting. Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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6. Component Unit Disclosures

A. Summary of Significant Accounting Policies (Continued)

3. Operating Revenues and Expenses

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. Operating expenses for the proprietary funds include the cost of personal and contractual services, supplies, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

4. Cash

For purposes of the statement of cash flows, all cash deposits and temporary investments with original terms of three months or less are considered to be cash.

5. Rent Receivable

Rent is due at the first of the month for the current month. Rent which remains uncollected is accrued as a receivable. Management represents all rent receivable is collectible either through normal collection procedures or through revenue recapture through the State of Minnesota. Management has elected to record bad debts using the direct write-off method. Generally accepted accounting principles require that the allowance method be used to reflect bad debts. However, the effect of the use of the direct write-off method is not materially different from the results that would have been obtained had the allowance method been followed.

6. Capital Assets

Capital assets are stated at historical cost or estimated historical cost and are depreciated using the straight-line method over their estimated useful lives. The estimated useful lives are as follows:

Buildings	30 - 40 years
Improvements	10 - 15 years
Equipment	3 - 7 years

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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6. Component Unit Disclosures

A. Summary of Significant Accounting Policies (Continued)

7. Capitalized Interest

In determining the cost of capital projects, the HRA capitalizes that portion of the interest cost which could have been avoided if the capital project had not been undertaken. No interest was capitalized for the year ended December 31, 2010.

8. Estimates

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.

B. Detailed Notes on All Funds

1. Deposits

Reconciliation of the HRA's total cash, as reported in the basic financial statements to deposits, cash on hand, and investments, follows:

Cash and pooled investments	
Deposits	\$ 214,305
Certificates of deposit	<u>465,218</u>
Total cash and pooled investments	\$ 679,523
Restricted cash	
Tenant security deposits	<u>27,713</u>
Total Cash and Investments	<u>\$ 707,236</u>

In accordance with Minnesota statutes, the HRA maintains deposits at those depository banks authorized by the Board of Directors. All such depositories are members of the Federal Reserve System.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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6. Component Unit Disclosures

B. Detailed Notes on All Funds

1. Deposits (Continued)

Minnesota statutes require that all HRA 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.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better and revenue obligations rated "AA" or better; irrevocable standby letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution not owned or controlled by the financial institution furnishing the collateral.

At December 31, 2010, the HRA's deposits had a carrying amount of \$707,236 and a bank balance of \$732,041. Of the bank balance, \$500,100 was covered by federal depository insurance, and the remainder was covered by qualified collateral held in safekeeping.

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a financial institution failure, the HRA's deposits may not be returned to it. The HRA does not have a deposit policy for custodial credit risk. As of December 31, 2010, the HRA's deposits were not exposed to custodial credit risk.

2. Investments

Minnesota statutes generally authorize the same types of investments for the HRA as for the County. See Note 3.A.1.b.

During the year ended December 31, 2010, the HRA had no investments.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

6. Component Unit Disclosures

B. Detailed Notes on All Funds (Continued)

3. Capital Assets

The HRA's capital asset activity for the year ended December 31, 2010, follows:

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets not depreciated				
Land	\$ 530,210	\$ -	\$ -	\$ 530,210
Capital assets depreciated				
Building	\$ 4,341,227	\$ 148,999	\$ -	\$ 4,490,226
Equipment, furniture, and fixtures	170,494	-	-	170,494
Total capital assets depreciated	\$ 4,511,721	\$ 148,999	\$ -	\$ 4,660,720
Less: accumulated depreciation	2,544,669	145,308	-	2,689,977
Total capital assets depreciated, net	\$ 1,967,052	\$ 3,691	\$ -	\$ 1,970,743
Total	\$ 2,497,262	\$ 3,691	\$ -	\$ 2,500,953

4. Long-Term Debt

Long-term liability activity for the year ended December 31, 2010, was as follows:

Type of Indebtedness	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Market Rate Rent					
2002 GMHF Loan	\$ 101,500	\$ -	\$ -	\$ 101,500	\$ -
2009 Housing Development Bonds	1,025,000	-	40,000	985,000	35,000
Compensated absences	10,240	262	-	10,502	6,012
Total Long-Term Debt	\$ 1,136,740	\$ 262	\$ 40,000	\$ 1,097,002	\$ 41,012

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

6. Component Unit Disclosures

B. Detailed Notes on All Funds

4. Long-Term Debt (Continued)

Bonds and loans payable at December 31, 2010, consisted of the following issues:

	Original Issue Amount	Final Maturity	Interest Rate (%)	Outstanding Balance December 31, 2010
Market Rate Rent				
2002 GMHF Loan	\$ 101,500	2027	-	\$ 101,500
2009 Housing Development Bonds	1,055,000	2029	1.25 - 4.50	985,000
	<u>\$ 1,156,500</u>			<u>\$ 1,086,500</u>

The 2002 GMHF Loan matures April 2, 2027. The loan is non-interest-bearing, unsecured, and requires no periodic payments.

The 2009 Housing Development Bonds mature December 1, 2029. The bonds bear an interest rate of 1.25 percent to 4.50 percent in semi-annual interest payments and annual principal payments. The bond is secured by all real and personal property as well as by all revenues of the housing project.

The annual minimum payment requirements for bonds and loans outstanding as of December 31, 2010, are as follows:

Year Ending December 31	Principal	Interest	Total
2011	\$ 35,000	\$ 38,858	\$ 73,858
2012	35,000	38,245	73,245
2013	40,000	37,283	77,283
2014	40,000	36,183	76,183
2015	45,000	34,883	79,883
2016 - 2020	235,000	148,700	383,700
2021 - 2025	285,000	97,970	382,970
2026 - 2029	371,500	31,310	402,810
	<u>\$ 1,086,500</u>	<u>\$ 463,432</u>	<u>\$ 1,549,932</u>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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6. Component Unit Disclosures (Continued)

C. Defined Contribution Pension Plan

Plan Description

The Principal Mutual Life Insurance Company Retirement Plan (Plan) is a defined contribution retirement plan covering essentially all employees of the various participating employers. Since the participating employers are all government units, the Plan is not subject to the provisions of the Employee Retirement Income Security Act of 1974, except for the contribution limitations of Section 415. The payroll for employees covered by the Plan for the year ended December 31, 2010, was \$121,216; the HRA's total payroll was \$134,147.

The Plan and Trust are qualified under Section 401(a) of the Internal Revenue Code, and their income is exempt from taxation under Section 501(a) of the Code.

The Plan is funded by employer contributions only. The rates of contributions are determined by the various adoption agreements of the participating employers.

Terminating or retiring participants are entitled to certain benefits, including the full amount of their contributions to the Plan as well as earnings on their contributions. In addition to the amount of their contribution, each participant is entitled to the portion of the employer's contributions in which he or she has a vested interest. Vesting provisions are determined in accordance with the participating employers' adoption agreement. If a participating employee should die prior to retirement, then the employee or his or her designated beneficiary shall be entitled to the full value of the participant's account. Benefits are payable in the form of lump sum cash settlements or purchased annuities, depending upon the election of the participant and the nature of their termination or retirement.

If the Plan is terminated or contributions under the Plan are discontinued, the participating employees are entitled to benefits accrued to the date of such termination or discontinuance to the extent funded and/or to the amounts credited to the employees' accounts.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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6. Component Unit Disclosures

C. Defined Contribution Pension Plan (Continued)

Contributions Required and Contributions Made

Covered employees contribute fixed percentages of their gross earnings to the Plan. The HRA makes monthly contributions to the pension plan. Current contribution rates are as follows:

Employee	-
Employer	14.00%

Total contributions made during the fiscal years ending December 31, 2010, 2009, and 2008, were \$16,976, \$19,881, and \$14,634, respectively.

D. Risk Management

The HRA is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; business interruption; errors or omissions; job-related illnesses or injuries to employees; and natural disasters, for which the HRA carries commercial insurance. The various insurance policies are subject to deductible amounts and maximum coverages. If the deductibles and maximum coverages are exceeded, this could cause the HRA to suffer losses if a loss is incurred from such incidents.

The ultimate course of uninsured losses cannot presently be determined, and no provision for any liability that may result, if any, has been made in the financial statements. Settled claims to date have not exceeded coverage levels, and insurance coverage, by major categories of risk, is consistent with coverage in the prior year.

E. Contingencies

The HRA receives grant funds, principally from the U.S. Department of Housing and Urban Development (HUD), for the Section 8 Housing Choice Vouchers Program, the Public Housing Operating Subsidy, and the Capital Fund. Monies from HUD are received directly from the federal agency. Certain expenditures are subject to audit by HUD, and the HRA is contingently liable to refund amounts received in excess of allowable expenditures. In the opinion of the HRA, no material refunds will be required as a result of expenditures disallowed by HUD.

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**REQUIRED SUPPLEMENTARY INFORMATION**

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT A-1*

**BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
Taxes	\$ 3,137,822	\$ 3,137,822	\$ 3,046,119	\$ (91,703)
Licenses and permits	75	75	1,805	1,730
Intergovernmental	227,906	227,906	567,351	339,445
Charges for services	229,326	229,326	403,495	174,169
Gifts and contributions	-	-	325	325
Investment earnings	35,000	35,000	21,514	(13,486)
Miscellaneous	158,134	158,134	159,588	1,454
<b>Total Revenues</b>	<b>\$ 3,788,263</b>	<b>\$ 3,788,263</b>	<b>\$ 4,200,197</b>	<b>\$ 411,934</b>
<b>Expenditures</b>				
<b>Current</b>				
<b>General government</b>				
Commissioners	\$ 186,237	\$ 186,237	\$ 175,859	\$ 10,378
County coordinator	122,224	122,224	115,895	6,329
County auditor	235,339	235,339	211,823	23,516
License bureau	103,776	103,776	112,166	(8,390)
County treasurer	135,266	135,266	119,763	15,503
County assessor	218,218	218,218	204,706	13,512
Elections	29,200	29,200	38,121	(8,921)
Accounting and auditing	50,000	50,000	50,293	(293)
Data processing	-	-	161,706	(161,706)
Attorney	196,058	196,058	220,597	(24,539)
Law library	-	-	16,636	(16,636)
Recorder	189,941	189,941	214,118	(24,177)
Land management	154,126	154,126	110,456	43,670
Buildings and plant	207,790	207,790	111,374	96,416
Veterans service officer	34,953	34,953	37,213	(2,260)
Other general government	108,920	108,920	284,816	(175,896)
<b>Total general government</b>	<b>\$ 1,972,048</b>	<b>\$ 1,972,048</b>	<b>\$ 2,185,542</b>	<b>\$ (213,494)</b>
<b>Public safety</b>				
Sheriff	\$ 1,000,176	\$ 1,000,176	\$ 997,806	\$ 2,370
Boat and water safety	-	-	807	(807)
Emergency management	17,268	17,268	43,438	(26,170)
E-911 system	50,000	50,000	486,407	(436,407)
Coroner	6,000	6,000	6,462	(462)
Community corrections	108,500	108,500	138,584	(30,084)
<b>Total public safety</b>	<b>\$ 1,181,944</b>	<b>\$ 1,181,944</b>	<b>\$ 1,673,504</b>	<b>\$ (491,560)</b>

The notes to the required supplementary information are an integral part of this schedule.

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT A-1  
(Continued)*

**BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
<b>Expenditures</b>				
<b>Current (Continued)</b>				
<b>Health</b>				
Nursing service	\$ 108,465	\$ 108,465	\$ 108,969	\$ (504)
<b>Culture and recreation</b>				
Historical society	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
County fair	16,540	16,540	16,540	-
County/regional library	60,543	60,543	60,543	-
<b>Total culture and recreation</b>	<b>\$ 97,083</b>	<b>\$ 97,083</b>	<b>\$ 97,083</b>	<b>\$ -</b>
<b>Conservation of natural resources</b>				
County extension	\$ 138,350	\$ 138,350	\$ 137,881	\$ 469
Soil and water conservation	77,610	77,610	77,610	-
Water planning	1,951	1,951	-	1,951
<b>Total conservation of natural resources</b>	<b>\$ 217,911</b>	<b>\$ 217,911</b>	<b>\$ 215,491</b>	<b>\$ 2,420</b>
<b>Economic development</b>				
Economic development	\$ 35,000	\$ 35,000	\$ 35,000	\$ -
<b>Total Expenditures</b>	<b>\$ 3,612,451</b>	<b>\$ 3,612,451</b>	<b>\$ 4,315,589</b>	<b>\$ (703,138)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 175,812</b>	<b>\$ 175,812</b>	<b>\$ (115,392)</b>	<b>\$ (291,204)</b>
<b>Fund Balance - January 1</b>	<b>1,869,877</b>	<b>1,869,877</b>	<b>1,869,877</b>	<b>-</b>
<b>Fund Balance - December 31</b>	<b>\$ 2,045,689</b>	<b>\$ 2,045,689</b>	<b>\$ 1,754,485</b>	<b>\$ (291,204)</b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT A-2*

**BUDGETARY COMPARISON SCHEDULE  
ROAD AND BRIDGE SPECIAL REVENUE FUND  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
Taxes	\$ 1,097,423	\$ 1,097,423	\$ 907,676	\$ (189,747)
Intergovernmental	2,388,077	2,388,077	1,678,414	(709,663)
Charges for services	65,000	65,000	80,317	15,317
Miscellaneous	7,000	7,000	195,284	188,284
<b>Total Revenues</b>	<b>\$ 3,557,500</b>	<b>\$ 3,557,500</b>	<b>\$ 2,861,691</b>	<b>\$ (695,809)</b>
<b>Expenditures</b>				
<b>Current</b>				
<b>Highways and streets</b>				
Administration	\$ 347,513	\$ 347,513	\$ 247,637	\$ 99,876
Maintenance	962,358	962,358	1,066,271	(103,913)
Construction	1,233,577	1,233,577	1,059,018	174,559
Equipment maintenance and shop	682,311	682,311	509,678	172,633
Materials and services for resale	6,801	6,801	679	6,122
<b>Total highways and streets</b>	<b>\$ 3,232,560</b>	<b>\$ 3,232,560</b>	<b>\$ 2,883,283</b>	<b>\$ 349,277</b>
<b>Intergovernmental</b>				
Highways and streets	-	-	179,866	(179,866)
<b>Total Expenditures</b>	<b>\$ 3,232,560</b>	<b>\$ 3,232,560</b>	<b>\$ 3,063,149</b>	<b>\$ 169,411</b>
<b>Net Change in Fund Balance</b>	<b>\$ 324,940</b>	<b>\$ 324,940</b>	<b>\$ (201,458)</b>	<b>\$ (526,398)</b>
<b>Fund Balance - January 1</b>	<b>1,219,800</b>	<b>1,219,800</b>	<b>1,219,800</b>	<b>-</b>
<b>Increase (decrease) in reserved for inventories</b>	<b>-</b>	<b>-</b>	<b>(10,456)</b>	<b>(10,456)</b>
<b>Fund Balance - December 31</b>	<b>\$ 1,544,740</b>	<b>\$ 1,544,740</b>	<b>\$ 1,007,886</b>	<b>\$ (536,854)</b>

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION  
FOR THE YEAR ENDED DECEMBER 31, 2010**

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1. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund and certain special revenue funds. All annual appropriations lapse at fiscal year-end unless specifically carried over to the next budget year by Board action.

On or before mid-June of each year, all departments and agencies submit requests for appropriations to the Grant County Auditor so that a budget can be prepared. Before October 31, the proposed budget is presented to the County Board for review. The Board holds public hearings, and a final budget must be prepared and adopted no later than December 31.

The appropriated budget is prepared by fund, function, and department. The County's department heads may make transfers of appropriations within a department. Transfers of appropriations between departments require approval of the County Board. The legal level of budgetary control (the level at which expenditures may not legally exceed appropriations) is the fund level. During the year, the Board made no supplemental budgetary appropriations.

Encumbrance accounting is employed in governmental funds. Encumbrances (such as purchase orders or contracts) outstanding at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities because the commitments will be reapportioned and honored during the subsequent year.

2. Excess of Expenditures Over Appropriations

The following major fund had expenditures in excess of budget for the year ended December 31, 2010:

	<u>Expenditures</u>	<u>Final Budget</u>	<u>Excess</u>
General Fund	\$ 4,315,589	\$ 3,612,451	\$ 703,138

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**SUPPLEMENTARY INFORMATION**

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**COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS**

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

The Ditch Fund accounts for the financing and related costs of all County ditches.

The Solid Waste Fund accounts for the financing and costs related to the collection and disposal of solid waste and the County recycling activities.

The Transportation Fund is used to account for the financing and related costs of providing transportation services to residents of the County. Financing is provided by grants, County contributions, and user service charges.

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT B-1*

**COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
DECEMBER 31, 2010**

	<b>Special Revenue Funds</b>			
	<b>Ditch</b>	<b>Solid Waste</b>	<b>Transportation</b>	<b>Total</b>
<b><u>Assets</u></b>				
Cash and pooled investments	\$ 236,537	\$ 292,444	\$ -	\$ 528,981
Petty cash and change funds	-	200	-	200
Departmental cash	20,961	-	4,113	25,074
Special assessments receivable				
Prior	597	9,268	-	9,865
Accounts receivable	-	7,338	-	7,338
Due from other governments	-	8,724	108,012	116,736
<b>Total Assets</b>	<b>\$ 258,095</b>	<b>\$ 317,974</b>	<b>\$ 112,125</b>	<b>\$ 688,194</b>
<b><u>Liabilities and Fund Balances</u></b>				
<b>Liabilities</b>				
Cash overdraft	\$ -	\$ -	\$ 70,253	\$ 70,253
Accounts payable	100	561	10,637	11,298
Salaries payable	-	602	-	602
Due to other funds	32	-	3,472	3,504
Due to other governments	-	9,737	-	9,737
Deferred revenue - unavailable	32	12,678	6,284	18,994
<b>Total Liabilities</b>	<b>\$ 164</b>	<b>\$ 23,578</b>	<b>\$ 90,646</b>	<b>\$ 114,388</b>
<b>Fund Balances</b>				
Unreserved				
Undesignated	257,931	294,396	21,479	573,806
<b>Total Liabilities and Fund Balances</b>	<b>\$ 258,095</b>	<b>\$ 317,974</b>	<b>\$ 112,125</b>	<b>\$ 688,194</b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT B-2*

**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Special Revenue Funds</u>			<u>Total</u>
	<u>Ditch</u>	<u>Solid Waste</u>	<u>Transportation</u>	
<b>Revenues</b>				
Special assessments	\$ 71,150	\$ 122,545	\$ -	\$ 193,695
Licenses and permits	-	550	-	550
Intergovernmental	-	55,950	205,944	261,894
Charges for services	-	410,472	59,672	470,144
Investment earnings	2,691	-	-	2,691
Miscellaneous	-	457	78,663	79,120
<b>Total Revenues</b>	<b>\$ 73,841</b>	<b>\$ 589,974</b>	<b>\$ 344,279</b>	<b>\$ 1,008,094</b>
<b>Expenditures</b>				
<b>Current</b>				
Sanitation	\$ -	\$ 513,127	\$ -	\$ 513,127
Human services	-	-	352,382	352,382
Conservation of natural resources	18,402	-	-	18,402
<b>Total Expenditures</b>	<b>\$ 18,402</b>	<b>\$ 513,127</b>	<b>\$ 352,382</b>	<b>\$ 883,911</b>
<b>Net Change in Fund Balance</b>	<b>\$ 55,439</b>	<b>\$ 76,847</b>	<b>\$ (8,103)</b>	<b>\$ 124,183</b>
<b>Fund Balance - January 1</b>	<b>202,492</b>	<b>217,549</b>	<b>29,582</b>	<b>449,623</b>
<b>Fund Balance - December 31</b>	<b>\$ 257,931</b>	<b>\$ 294,396</b>	<b>\$ 21,479</b>	<b>\$ 573,806</b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT B-3*

**BUDGETARY COMPARISON SCHEDULE  
SOLID WASTE SPECIAL REVENUE FUND  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
Special assessments	\$ 127,085	\$ 127,085	\$ 122,545	\$ (4,540)
Licenses and permits	300	300	550	250
Intergovernmental	55,000	55,000	55,950	950
Charges for services	414,755	414,755	410,472	(4,283)
Miscellaneous	-	-	457	457
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total Revenues</b>	<b>\$ 597,140</b>	<b>\$ 597,140</b>	<b>\$ 589,974</b>	<b>\$ (7,166)</b>
<b>Expenditures</b>				
<b>Current</b>				
<b>Sanitation</b>				
Solid waste	\$ 326,371	\$ 326,371	\$ 305,385	\$ 20,986
Recycling	214,580	214,580	194,791	19,789
Hazardous waste	16,500	16,500	12,951	3,549
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total Expenditures</b>	<b>\$ 557,451</b>	<b>\$ 557,451</b>	<b>\$ 513,127</b>	<b>\$ 44,324</b>
<b>Net Change in Fund Balance</b>	<b>\$ 39,689</b>	<b>\$ 39,689</b>	<b>\$ 76,847</b>	<b>\$ 37,158</b>
<b>Fund Balance - January 1</b>	<b>217,549</b>	<b>217,549</b>	<b>217,549</b>	<b>-</b>
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Fund Balance - December 31</b>	<b>\$ 257,238</b>	<b>\$ 257,238</b>	<b>\$ 294,396</b>	<b>\$ 37,158</b>
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT B-4*

**BUDGETARY COMPARISON SCHEDULE  
TRANSPORTATION SPECIAL REVENUE FUND  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
Intergovernmental	\$ 110,500	\$ 110,500	\$ 205,944	\$ 95,444
Charges for services	70,465	70,465	59,672	(10,793)
Miscellaneous	-	-	78,663	78,663
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Revenues</b>	<b>\$ 180,965</b>	<b>\$ 180,965</b>	<b>\$ 344,279</b>	<b>\$ 163,314</b>
<b>Expenditures</b>				
<b>Current</b>				
<b>Human services</b>				
Transportation	190,592	190,592	352,382	(161,790)
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net Change in Fund Balance</b>	<b>\$ (9,627)</b>	<b>\$ (9,627)</b>	<b>\$ (8,103)</b>	<b>\$ 1,524</b>
<b>Fund Balance - January 1</b>	<b>29,582</b>	<b>29,582</b>	<b>29,582</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Fund Balance - December 31</b>	<b>\$ 19,955</b>	<b>\$ 19,955</b>	<b>\$ 21,479</b>	<b>\$ 1,524</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**AGENCY FUNDS**

The School Fund accumulates the schools' share of light and power taxes and penalties, which are apportioned according to the average resident pupil attendance.

The State Revenue Fund accounts for the collection and payment of money due to the State of Minnesota.

The Taxes and Penalties Fund is used to account for collection of taxes and penalties and their payment to the various County funds and taxing districts.

The Towns and Cities Fund accounts for the collection and payment of funds due to towns and cities.

The Assertive Community Treatment Fund accounts for the collection and payment of money related to assertive community treatment services provided by the Region 4 South Adult Mental Health Consortium.

The Adult Mental Health Initiative Fund accounts for the collection and payment of money related to adult mental health initiative services provided by the Region 4 South Adult Mental Health Consortium.

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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT C-1*

**COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
ALL AGENCY FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<b>Balance January 1</b>	<b>Additions</b>	<b>Deductions</b>	<b>Balance December 31</b>
<b><u>SCHOOL FUND</u></b>				
<b><u>Assets</u></b>				
Cash and pooled investments	\$ -	\$ 2,648,080	\$ 2,648,080	\$ -
<b><u>Liabilities</u></b>				
Due to other governments	\$ -	\$ 2,648,080	\$ 2,648,080	\$ -
 <b><u>STATE REVENUE FUND</u></b>				
<b><u>Assets</u></b>				
Cash and pooled investments	\$ -	\$ 31,722	\$ 31,722	\$ -
<b><u>Liabilities</u></b>				
Due to other governments	\$ -	\$ 31,722	\$ 31,722	\$ -
 <b><u>TAXES AND PENALTIES FUND</u></b>				
<b><u>Assets</u></b>				
Cash and pooled investments	\$ 163,826	\$ 10,818,085	\$ 10,721,608	\$ 260,303
<b><u>Liabilities</u></b>				
Due to other governments	\$ 163,826	\$ 10,818,085	\$ 10,721,608	\$ 260,303

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT C-1  
(Continued)*

**COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
ALL AGENCY FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<b>Balance January 1</b>	<b>Additions</b>	<b>Deductions</b>	<b>Balance December 31</b>
<b><u>TOWNS AND CITIES FUND</u></b>				
<b><u>Assets</u></b>				
Cash and pooled investments	\$ -	\$ 2,339,757	\$ 2,339,757	\$ -
<b><u>Liabilities</u></b>				
Due to other governments	\$ -	\$ 2,339,757	\$ 2,339,757	\$ -
 <b><u>ASSERTIVE COMMUNITY TREATMENT FUND</u></b>				
<b><u>Assets</u></b>				
Cash and pooled investments	\$ -	\$ 790,873	\$ 742,309	\$ 48,564
<b><u>Liabilities</u></b>				
Due to other governments	\$ -	\$ 790,873	\$ 742,309	\$ 48,564
 <b><u>ADULT MENTAL HEALTH INITIATIVE FUND</u></b>				
<b><u>Assets</u></b>				
Cash and pooled investments	\$ -	\$ 1,616,385	\$ 1,223,426	\$ 392,959
<b><u>Liabilities</u></b>				
Due to other governments	\$ -	\$ 1,616,385	\$ 1,223,426	\$ 392,959

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

*EXHIBIT C-1  
(Continued)*

**COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
ALL AGENCY FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Balance January 1</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance December 31</u>
<b><u>TOTAL ALL AGENCY FUNDS</u></b>				
<b><u>Assets</u></b>				
Cash and pooled investments	\$ <u>163,826</u>	\$ <u>18,244,902</u>	\$ <u>17,706,902</u>	\$ <u>701,826</u>
<b><u>Liabilities</u></b>				
Due to other governments	\$ <u>163,826</u>	\$ <u>18,244,902</u>	\$ <u>17,706,902</u>	\$ <u>701,826</u>

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## **OTHER SCHEDULES**

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**BALANCE SHEET - BY DITCH  
DITCH SPECIAL REVENUE FUND  
DECEMBER 31, 2010**

	Assets			Total
	Cash	Departmental Cash	Special Assessments Delinquent	
<b>County Ditches</b>				
#1	\$ 13,519	\$ 1,942	\$ -	\$ 15,461
#3	7,396	2,229	-	9,625
#5	1,967	-	-	1,967
#6	3,035	-	-	3,035
#8	20,868	3,022	-	23,890
#9	26,011	3,320	527	29,858
#11	1,699	-	-	1,699
#13	2,126	-	-	2,126
#15	2,987	-	-	2,987
#21	47,186	6,250	5	53,441
#22	2,722	-	-	2,722
#23	6,219	959	-	7,178
#29	21,691	-	65	21,756
#30	2,007	-	-	2,007
#31	1,120	-	-	1,120
#32	6,893	1,106	-	7,999
#33	1,235	-	-	1,235
<b>Consolidated</b>				
#2	13,418	2,118	-	15,536
<b>Judicial Ditches</b>				
#1	757	-	-	757
#2	53,681	15	-	53,696
<b>Total</b>	<b>\$ 236,537</b>	<b>\$ 20,961</b>	<b>\$ 597</b>	<b>\$ 258,095</b>

**EXHIBIT D-1**

<b>Liabilities</b>				<b>Fund Balances - Unreserved Undesignated</b>	<b>Total Liabilities and Fund Balances</b>
<b>Accounts Payable</b>	<b>Due to Other Funds</b>	<b>Deferred Revenue</b>	<b>Total</b>		
\$ -	\$ 3	\$ -	\$ 3	\$ 15,458	\$ 15,461
100	4	-	104	9,521	9,625
-	-	-	-	1,967	1,967
-	-	-	-	3,035	3,035
-	5	-	5	23,885	23,890
-	4	-	4	29,854	29,858
-	-	-	-	1,699	1,699
-	-	-	-	2,126	2,126
-	-	-	-	2,987	2,987
-	9	5	14	53,427	53,441
-	-	-	-	2,722	2,722
-	1	-	1	7,177	7,178
-	-	27	27	21,729	21,756
-	-	-	-	2,007	2,007
-	-	-	-	1,120	1,120
-	2	-	2	7,997	7,999
-	-	-	-	1,235	1,235
-	4	-	4	15,532	15,536
-	-	-	-	757	757
-	-	-	-	53,696	53,696
<b>\$ 100</b>	<b>\$ 32</b>	<b>\$ 32</b>	<b>\$ 164</b>	<b>\$ 257,931</b>	<b>\$ 258,095</b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

***EXHIBIT D-2***

**SCHEDULE OF INTERGOVERNMENTAL REVENUE  
FOR THE YEAR ENDED DECEMBER 31, 2010**

**Shared Revenue**

**State**

Highway users tax	\$ 1,562,832
County program aid	184,442
Market value credit	180,656
PERA rate reimbursement	12,568
Disparity reduction aid	6,134
Police aid	33,092
Enhanced 911	77,054
	<u>77,054</u>

**Total shared revenue** **\$ 2,056,778**

**Reimbursement for Services**

Minnesota Department of Human Services	\$ 259,847
	<u>259,847</u>

**Payments**

**Local**

Payments in lieu of taxes	\$ 49,870
	<u>49,870</u>

**Grants**

**State**

Minnesota Department/Board of	
Public Safety	\$ 878
Transportation	123,876
Natural Resources	41,708
Human Services	185,108
Water and Soil Resources	17,945
Office of Environmental Assistance	55,950
Peace Officers Standards and Training Board	2,868
	<u>2,868</u>

**Total state** **\$ 428,333**

**Federal**

Department of	
Agriculture	\$ 67,651
Commerce	42,141
Transportation	82,068
Health and Human Services	521,036
Homeland Security	57,180
	<u>57,180</u>

**Total federal** **\$ 770,076**

**Total state and federal grants** **\$ 1,198,409**

**Total Intergovernmental Revenue** **\$ 3,564,904**

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**EXHIBIT D-3**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

<b>Federal Grantor Pass-Through Agency Grant Program Title</b>	<b>Federal CFDA Number</b>	<b>Expenditures</b>
<b>U.S. Department of Agriculture</b>		
Passed Through Minnesota Department of Human Services		
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program (SNAP) Cluster		
State Administrative Matching Grants for SNAP	10.561	\$ 66,577
State Administrative Matching Grants for SNAP - ARRA	10.561	<u>1,074</u>
<b>Total U.S. Department of Agriculture</b>		<b><u>\$ 67,651</u></b>
<b>U.S. Department of Commerce</b>		
Passed Through Central Minnesota Regional Radio Board		
Public Safety Interoperable Communications Grant Program	11.555	<b><u>\$ 42,141</u></b>
<b>U.S. Department of Housing and Urban Development</b>		
Direct		
Shelter Plus Care	14.238	<b><u>\$ 69,518</u></b>
<b>U.S. Department of Transportation</b>		
Passed Through Minnesota Department of Transportation		
Formula Grants for Other Than Urbanized Areas	20.509	<b><u>\$ 82,068</u></b>
<b>U.S. Department of Health and Human Services</b>		
Passed Through Central Minnesota Council on Aging		
Special Programs for the Aging, Title III Part B - Grants for Supportive Services and Senior Centers	93.044	\$ 10,500
Passed Through Minnesota Department of Human Services		
Promoting Safe and Stable Families	93.556	3,000
Temporary Assistance for Needy Families (TANF)	93.558	76,680
Child Support Enforcement Cluster		
Child Support Enforcement	93.563	124,321
Child Support Enforcement - ARRA	93.563	10,023
Refugee and Entrant Assistance - State-Administered Programs	93.566	75
Child Care Mandatory and Matching Funds of the Child Care and Development Fund	93.596	2,845
Foster Care Title IV-E Cluster		
Foster Care Title IV-E	93.658	23,012
Foster Care Title IV-E - ARRA	93.658	2,305
Social Services Block Grant	93.667	69,315
Chafee Foster Care Independence Program	93.674	1,402
Children's Health Insurance Program	93.767	109
Medical Assistance Program	93.778	185,387

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**EXHIBIT D-3  
(Continued)**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

<b>Federal Grantor Pass-Through Agency Grant Program Title</b>	<b>Federal CFDA Number</b>	<b>Expenditures</b>
<b>U.S. Department of Health and Human Services (Continued)</b>		
Passed Through Minnesota Secretary of State		
Voting Access for Individuals with Disabilities - Grants to States	93.617	2,270
<b>Total U.S. Department of Health and Human Services</b>		<b>\$ 511,244</b>
<b>U.S. Department of Homeland Security</b>		
Passed Through Minnesota Department of Natural Resources		
Boating Safety Financial Assistance	97.012	\$ 7,245
Passed Through Minnesota Department of Public Safety		
Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036	27,068
Emergency Management Performance Grants	97.042	16,609
<b>Total U.S. Department of Homeland Security</b>		<b>\$ 50,922</b>
<b>Total Federal Awards</b>		<b>\$ 823,544</b>

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

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1. Reporting Entity

The Schedule of Expenditures of Federal Awards presents the activities of federal award programs expended by Grant County. The County's reporting entity is defined in Note 1 to the financial statements. The schedule does not include \$391,384 in federal awards expended by the Grant County Housing and Redevelopment Authority component unit, which had a separate audit performed by other auditors.

2. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Grant County under programs of the federal government for the year ended December 31, 2010. The information in this schedule is presented in accordance with the requirements of Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Because the schedule presents only a selected portion of the operations of Grant County, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Grant County.

3. Summary of Significant Accounting Policies

Expenditures reported on the schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, *Cost Principles for State, Local and Indian Tribal Governments*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through grant numbers were not assigned by the pass-through agencies.

**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

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4. Reconciliation to Schedule of Intergovernmental Revenue

Federal grant revenue per Schedule of Intergovernmental Revenue	\$ 770,076
Expenditures in prior years, recognized as revenue in 2010 Shelter Plus Care (CFDA #14.238)	(49,331)
Grants received more than 60 days after year-end, deferred in 2010 Shelter Plus Care (CFDA #14.238)	118,849
Child Care Mandatory and Matching Funds of the Child Care and Development Fund (CFDA #93.596)	648
Foster Care Title IV-E - ARRA (CFDA #93.658)	1,856
Medical Assistance Program (CFDA #93.778)	2,817
Emergency Management Performance Grants (CFDA #97.042)	6,451
Deferred in 2009, recognized as revenue in 2010 Foster Care Title IV-E (CFDA #93.658)	(3,733)
Medical Assistance Program (CFDA #93.778)	(11,380)
Disaster Grants - Public Assistance (Presidentially Declared Disasters) (CFDA # 97.036)	(38)
Emergency Management Performance Grants (CFDA #97.042)	<u>(12,671)</u>
Expenditures per Schedule of Expenditures of Federal Awards	<u>\$ 823,544</u>

5. Subrecipients

The County passed through the \$69,518 Shelter Plus Care grant to subrecipients during the year ended December 31, 2010.

6. American Recovery and Reinvestment Act

The American Recovery and Reinvestment Act of 2009 (ARRA) requires recipients to clearly distinguish ARRA funds from non-ARRA funding. In the schedule, ARRA funds are denoted by the addition of ARRA to the program name.



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**GRANT COUNTY  
ELBOW LAKE, MINNESOTA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

**I. SUMMARY OF AUDITOR'S RESULTS**

- A. Our report expresses a qualified opinion on the governmental activities of Grant County and an unqualified opinion on the discretely presented component unit, each major fund, and the aggregate remaining fund information of Grant County.
- B. Significant deficiencies in internal control were disclosed by the audit of financial statements of Grant County and are reported in the "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*." Some of the significant deficiencies are material weaknesses.
- C. No instances of noncompliance material to the financial statements of Grant County were disclosed during the audit.
- D. A significant deficiency relating to the audit of the major federal award programs is reported in the "Report on Compliance with Requirements That Could Have a Direct and Material Effect on Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133." It is not a material weakness.
- E. The Auditor's Report on Compliance for the major federal award programs for Grant County expresses an unqualified opinion.
- F. A finding relative to a major federal award program for Grant County was reported as required by Section 510(a) of OMB Circular A-133.
- G. The major programs are:
  - State Administrative Matching Grants for the Supplemental Nutrition Assistance Program (SNAP) Cluster
  - State Administrative Matching Grants for SNAP CFDA #10.561
  - State Administrative Matching Grants for SNAP - ARRA CFDA #10.561
  - Shelter Plus Care CFDA#14.238

Child Support Enforcement Cluster  
Child Support Enforcement  
Child Support Enforcement - ARRA  
Medical Assistance Program

CFDA #93.563  
CFDA #93.563  
CFDA #93.778

- H. The threshold for distinguishing between Types A and B programs was \$300,000.
- I. Grant County was not determined to be a low-risk auditee.

## **II. FINDINGS RELATED TO FINANCIAL STATEMENTS AUDITED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

### INTERNAL CONTROL

#### PREVIOUSLY REPORTED ITEMS NOT RESOLVED

##### 96-2 Departmental Internal Accounting Controls

Due to the limited number of office personnel within the various County offices, segregation of the accounting functions necessary to ensure adequate internal accounting control is not possible. This is not unusual in small departmental situations; however, the County's management should constantly be aware of this condition and realize that the concentration of duties and responsibilities in a limited number of individuals is not desirable from an internal control perspective.

Examples of incompatible duties that should be performed by separate individuals are:

- receipting collections, posting collections to registers, and making bank deposits;
- signing checks and reconciling the bank accounts;
- receipting collections and posting collections to the accounts receivable records;
- approving receivable write-offs/write-downs and posting adjustments to the accounts receivable records; and
- data entry, adjusting accounting codes, and reviewing the monthly detailed report of receipts and disbursements for accuracy.

Some procedures the County's management may wish to consider to strengthen controls in these offices include:

- Departmental collections should be remitted to the County Auditor more frequently than once each month, perhaps weekly or even daily, to reduce the amount of funds on hand.
- Department heads should monitor operations within their office to determine that reports are submitted properly and are in agreement with cash balances and grant expenditures.
- When an office has only a department head and one other employee, the department head should perform some of the accounting functions.

We recommend that County management be aware of the lack of segregation of the accounting functions and, if possible, implement oversight procedures to ensure that adequate controls are in place over cash, receivables, and other items.

#### 96-4 Computer Disaster Recovery Plan

Several years ago, Grant County developed an electronic data processing disaster recovery plan to reduce the County's risk of loss in the event of a computer-related emergency. Grant County has an agreement with Computer Professionals Unlimited, Inc. (CPUI), for the use of a back-up computer. The disaster recovery plan currently in use covers the County's IBM AS-400 but does not address the personal computers owned by the County. The disaster recovery plan has never been tested.

We recommend Grant County review and update its computer disaster recovery plan. The plan should address the issue of personal computers and should be tested annually to ensure its effectiveness.

#### 00-1 Capital Asset Records

Governmental Accounting Standards Board (GASB) Statement 34 requires governments to include capital assets, including infrastructure assets, on the statement of net assets and to report depreciation expense for those assets on the statement of activities. In addition, capital outlay expenditures in a governmental fund's statement of revenues and expenditures are eliminated in the statement of activities.

In our 2009 Management and Compliance report, we noted three separate issues with the capital asset system. During 2010, the County strengthened its procedures over capital asset reporting, and our review indicated that two of the three issues reported for 2009 have been resolved as follows:

- All capital asset records are now centralized in the County Auditor's office.
- When comparing the detailed capital asset listing for 2010 to the 2009 listing, we noted no instances where capital assets still owned by the County were missing from the 2010 listing.

Although there have been improvements in the capital asset system over the prior year, we again noted that some additions for capital assets are not being recorded properly. We found that certain infrastructure and construction in progress additions were not added to the AS-400 system.

We recommend the County Board review and update its capital asset policies and procedures and the means of enforcement in order to strengthen internal control over capital assets. Written policies and procedures should, at a minimum, address the following guidelines to be consistent with generally accepted accounting principles:

- The County's administration should establish an ongoing system for identifying acquisitions and disposals of capital assets that meets the County's capitalization policy. Information on the County's system should be communicated to department heads who should be held responsible for the accuracy of additions, deletions, and changes in capital assets.
- An authorizing signature of a department head or designee should be required for any change in the capital asset records. Transfers of capital assets between departments should be evidenced by authorizing signatures from both departments involved. Additions, deletions, and changes to capital assets should be reported to a County official given the responsibility and authority to maintain and summarize the information on a timely basis throughout the year.
- Supporting documentation should accompany capital asset change forms. Invoices should support the additions to capital assets. Bills of sale, trade-in evidence, or auction summaries should support deletions of capital assets.
- All capital asset documentation should be filed in an orderly fashion by department, transaction type, or capital asset number for ease of access to the information. This measure will also assist the County with insurance-related activities.

- To maintain adequate accountability, assets should be tagged as County property with a specific identifying number, and the County should conduct a periodic physical inventory of capital assets and adjust its records accordingly.
- All capital assets should be depreciated in accordance with the policy formally adopted by the County Board.

#### 06-2 Preparation of Financial Statements

Grant County is required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). The preparation of the financial statements is the responsibility of the County's management. Financial statement preparation in accordance with GAAP requires internal controls over both: (1) recording, processing, and summarizing accounting data (maintaining internal books and records); and (2) preparing and reporting appropriate government-wide and fund financial statements, including the related notes to the financial statements.

Grant County has established controls and procedures for the recording, processing, and summarizing of its accounting data used in the preparation of its financial statements.

As is the case with many small and medium-sized entities, the County has relied on its independent external auditors to assist in the preparation of the basic financial statements, including notes to the financial statements, as part of its external financial reporting process. Accordingly, the County's ability to prepare financial statements in accordance with GAAP is based, at least in part, on its reliance on its external auditors, who cannot by definition be considered part of the government's internal control. This condition was caused by the County's decision that it is more cost effective to have its auditors prepare its annual basic financial statements than to incur the time and expense of obtaining the necessary training and expertise to prepare the financial statements internally. As a result of this condition, the County lacks internal controls over the preparation and reporting of financial statements in accordance with GAAP.

We recommend Grant County obtain the training and expertise to internally prepare its annual financial statements in accordance with GAAP. If Grant County still intends to have staff from the Office of the State Auditor assist in preparation then, at a minimum, it must identify and train individuals to obtain the expertise who can sufficiently review, understand, and approve the County's financial statements, including notes.

### 06-3 Audit Adjustments

A deficiency in internal control over financial reporting 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 of the financial statements on a timely basis. Statement on Auditing Standards 115 defines a material weakness as a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of Grant County's financial statements will not be prevented, or detected and corrected, on a timely basis.

During our audit, we identified the following material adjustments:

- In the General Fund, both revenues and expenditures were decreased by \$579,565 to reclassify transactions related to employee payroll withholdings.
- In the Human Services Special Revenue Fund, receivables were increased by \$257,002; revenues were increased by \$108,258 related to the receivables; and deferred revenue - unavailable was increased by \$148,744 to defer revenues related to the receivables not collected within the first 60 days after year-end.
- In the Transportation Special Revenue Fund, receivables and related revenues were increased by \$108,012 for an unrecorded receivable.

Proposed audit adjustments are reviewed and approved by the appropriate staff and are reflected in the financial statements. By definition, however, independent external auditors cannot be considered part of the government's internal control.

We recommend the County establish internal controls necessary to determine that all adjusting entries are made to ensure the County's annual financial statements are reported in accordance with GAAP.

### 07-2 Segregation of Duties - Payroll

During our review of the County's payroll function, we noted that the County Auditor's Office not only processes payroll but also makes changes to the payroll master file for occurrences such as new hires, terminations, promotions, and pay increases. These duties should ideally be segregated. However, if that is not practical, changes to the payroll master file should be monitored by someone independent of payroll processing on a monthly basis.

We recommend the County re-evaluate whether the County Auditor's Office should be making changes to the payroll master file. In addition, to strengthen internal controls, someone independent of the payroll processing function should review payroll edit reports to monitor that changes made to the payroll master file were properly authorized.

### 07-3 Bank Reconciliations

The December 31, 2010, bank statement for Grant County's main checking account was not reconciled to the book balance until August 2011. Consequently, the cashbook balance maintained in the County Treasurer's Office did not match the cash balance in the general ledger maintained by the County Auditor's Office; at year-end, the amount of the difference was \$29,628. Performing complete and timely bank reconciliations is a control designed to detect errors or irregularities in a timely manner.

We recommend bank reconciliations be performed in a more timely manner. Any differences should immediately be investigated and resolved. Someone independent of the bank reconciliation process should review bank reconciliations and document the ongoing monitoring of this process.

### 09-1 Budget Documentation

The County Board adopts a formal budget for its General Fund and the Road and Bridge, Human Services, and Transportation Special Revenue Funds. The County adopts the budget in summary form. Although a formal budget is adopted, expenditure estimates and annual appropriations to the various operational funds within the County are not always clear. The detailed budgets provided for financial statement presentation agree to the levy amounts approved. However, the County could not provide us with the detail for the budget adopted for the Human Services Special Revenue Fund, nor could we find documentation in the County Board minutes showing that a final budget was adopted for the Transportation Special Revenue Fund. Also, the detail for the Road and Bridge Special Revenue Fund budget was not provided to us until September 29, 2011.

Generally accepted accounting principles and the County Financial Accounting and Reporting Standards recommend that expenditure estimates and the annual budget be appropriated to the various operational entities within the County and that line-item budget detail by fund should be available. The appropriations constitute maximum expenditure authorizations during the fiscal year and cannot legally be exceeded unless subsequently amended by the County Board. Good budget accounting requires: (1) an annual budget adopted by every governmental unit; (2) an accounting system that provides the basis for appropriate budgetary control; and (3) a common technology and classification used consistently throughout the budgets, accounts, and financial reports of each fund. The County Board should adopt an accurate budget, and it should be followed by the County. The adopted budget should be designed so that comparisons can be made between current year and budget year. Any amendments to the budget should be approved and documented in the official minutes.

We recommend that the County Board implement procedures to improve its budgetary accounting by including in the official minutes the amounts approved for each fund's revenues and expenditures budget. We also recommend that any changes to the original budget be approved and documented in the minutes by a formal County Board resolution.

09-2 Other Postemployment Benefits (OPEB)

GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, was effective for Grant County for the year ended December 31, 2009, and governs employer accounting and financial reporting for OPEB. This standard, similar to what GASB Statement 27 did for government employee pension benefits and plans, provides the accounting and reporting standards for the various OPEB many local governments offer to their employees. OPEB can include many different benefits offered to retirees such as health, dental, life, and long-term care insurance coverage.

If retirees are included in an insurance plan and pay a rate similar to that paid for younger active employees, this implicit subsidy is considered OPEB. In fact, local governments may be required to continue medical insurance coverage pursuant to Minn. Stat. § 471.61, subd. 2b. This benefit is common when accumulated sick leave is used to pay for retiree medical insurance.

For 2010, Grant County has not reported its OPEB liability in the governmental activities and, accordingly, has not reported the change to the net OPEB obligation. Accounting principles generally accepted in the United States of America require that OPEB obligations and the annual OPEB cost be accrued as liabilities and expenses as the employees earn the right to the benefits. Accruing OPEB costs would increase liabilities, reduce net assets, and change the expenses of the governmental activities. The amount by which this departure would affect the liabilities, net assets, and expenses of the governmental activities is not reasonably determinable. However, it is likely that the liabilities are understated, and we have accordingly qualified our opinion on the County's financial statements.

We recommend the County comply with the requirements of GASB Statement 45. Some of the issues the County Board needs to address in order to comply with this statement are:

- determine if employees are provided OPEB;
- if OPEB are being provided, the Grant County Board will have to determine whether it will advance fund the benefits or pay for them on a pay-as-you-go basis;

- if OPEB are being provided and the Grant County Board determines that the establishment of a trust is desirable in order to fund the OPEB, the County Board will have to comply with legislation enacted authorizing the creation of an OPEB trust and establishing an applicable investment standard;
- if an OPEB trust will be established, the Grant County Board will have to decide whether to establish a revocable or an irrevocable trust, and report that trust appropriately in the financial statements; and
- in order to determine annual costs and liabilities that need to be recognized, the Grant County Board will have to decide whether to hire an actuary.

09-3 Cash Account Balances

During our process of confirming depository and investment balances at December 31, 2010, some of the depositories included account balances for accounts opened with the County's federal identification number that were not included in the County Treasurer's cashbook. As a result, there may be transactions made that would not be included on the County's general ledger and financial statements. This also increases the possibility of theft of County assets since checks could be written from these accounts without County Board approval.

We recommend the County review all of its accounts with depositories, determine whether there is a true need for these accounts, and establish policies and procedures for any accounts deemed necessary. We further recommend that these accounts be controlled by the County Treasurer and the transactions be recorded on the County's general ledger.

ITEMS ARISING THIS YEAR

10-1 Preparation of the Schedule of Expenditures of Federal Awards

The Office of Management and Budget's (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations, Auditee Responsibilities*, Subpart C § .300, requires, "The auditee shall (a) identify, in its accounts, all Federal awards received and expended and the Federal programs under which they were received. Federal program and award identification shall include, as applicable, the CFDA title and number, award number and year, name of the Federal agency, and name of the pass-through entity; and (d) shall prepare appropriate financial statements, including the schedule of expenditures of federal awards in accordance with subpart C § .310."

Grant County does not prepare a Schedule of Expenditures of Federal Awards (SEFA), nor does it adequately identify federal programs by amount received and expended, federal grantor agency, pass-through agency, and Catalog of Federal Domestic Assistance (CFDA) title and number as required under OMB Circular A-133. For instance, Grant County incurred expenditures under the Shelter Plus Care grant (CFDA #14.238) during the years 2008 through 2010, but reimbursements were not requested for these expenditures until 2011. The County did not identify these as federal expenditures until 2010.

This condition results in a deficiency in internal control over financial statement preparation and the reporting of federal financial assistance by the County. Since the County has not developed procedures for properly identifying all federal financial assistance, the County relies on its auditors for assistance with preparing the SEFA. Independent auditors cannot be considered part of the County's internal control over financial reporting.

We recommend that Grant County management develop a process, including written procedures that will allow staff to adequately identify federal revenues and accumulate the information needed to prepare the SEFA. Specific measures could include having departments inform accounting/finance when they have received a grant award, holding in suspense accounts until properly identified as to nature and source any intergovernmental revenue receipts, and comparison of the prior year SEFA to the current year. For each federal award identified, the County should determine the correct program CFDA title and number, award number and year, federal grantor agency, pass-through agency, amount received and expended, and whether American Recovery and Reinvestment Act (ARRA) funding is involved. The federal CFDA website is available to assist in this process. Those responsible for compiling the SEFA should obtain the training necessary (through courses or reference materials) to understand the components of the SEFA and properly gather the correct information and maintain supporting documentation. The County should also reconcile the SEFA amounts to the general ledger and financial statements.

#### 10-2 Prior Period Adjustment

A control deficiency 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 misstatements in the financial statements on a timely basis. One indication of a control deficiency that typically is considered significant is a restatement of previously issued financial statements to reflect the correction of a misstatement. The January 1, 2010, net assets and fund balance of the governmental activities and the Human Services Special Revenue Fund, respectively, were restated by \$242,040 to report a previously unrecorded payable.

We recommend that the County modify internal controls over financial reporting to detect misstatements in the financial statements.

### PREVIOUSLY REPORTED ITEMS RESOLVED

#### **Consolidated General Ledger (01-3)**

Separate general ledgers were maintained by the County Auditor and the Highway Department. The Highway Department information rolled into one general ledger account for expenses and just a few accounts for revenues.

#### **Resolution**

For the year ended December 31, 2010, the County recorded all detailed financial transactions in a consolidated general ledger, including the financial transactions of the Highway Department.

#### **Controls Over Accounting System Journal Entries (07-1)**

Those employees given access to the journal entry function could both create and post a journal entry without review or approval by a second person.

#### **Resolution**

For the year ended December 31, 2010, journal entries were adequately supported and explained, and there was evidence that journal entries were reviewed by an individual other than the preparer.

### **III. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARD PROGRAMS**

#### ITEM ARISING THIS YEAR

#### **10-3 Shelter Plus Care (CFDA #14.238) - Subrecipient Monitoring**

Grant County provided federal awards to subrecipients (various Housing and Redevelopment Authorities) for the Shelter Plus Care grant during the year ended December 31, 2010.

OMB Circular A-133, Subpart C § .400, indicates auditee responsibilities for entities that provide federal awards to subrecipients as a pass-through entity. Included in these responsibilities are: (1) at the time of the award, identifying to the subrecipient the federal award information (CFDA title and number, award name, name of federal agency, and applicable compliance requirements); (2) monitoring the subrecipient's activities to provide reasonable assurance that the subrecipient administers the federal award in compliance with federal requirements; (3) ensuring that required audits are performed, if applicable, and requiring the subrecipient to take prompt corrective action on any audit findings; and (4) evaluating the impact of subrecipient activities on Grant County's ability to comply with applicable federal regulations.

Grant County provides the CFDA number and compliance requirements to the subrecipients by passing on the grant agreements. However, Grant County did not have agreements with its subrecipients, and we were provided no evidence that the County had actually performed procedures to determine that subrecipients had complied with applicable grant requirements. Furthermore, the County has no documented monitoring process to determine that its subrecipients have complied with applicable grant requirements.

Monitoring activities may take various forms, such as reviewing reports submitted by the subrecipient, performing site visits to the subrecipient to review financial and program records and observe operations, reviewing the subrecipient's single audit or program specific audit results, and evaluating audit findings and the subrecipient's corrective action plan.

We recommend the County develop written procedures to adequately monitor subrecipient's administration of the Shelter Plus Care program. Documentation should exist to support the County's monitoring of and compliance with this requirement.

Corrective Action Plan:

Contact Person Responsible for Corrective Action:

*Stacy Hennen, Director, Grant County Social Services*

Corrective Action Planned:

*Grant County will draft a Memorandum of Agreement (MOA) for participating County HRAs and County Social Services Agencies. The MOA will detail the expectations of each agency in receiving the grant. The MOA will also have the entities agreeing to accept liability for failing to correctly implement the program if their agency does not adequately oversee. All pertinent rules of the Grant spelled out in the grant will be detailed in the MOA to ensure that all know their responsibility. Grant County Social Services (GCSS) will also review the six-month reports that are a service match to the grant and notify any party of inadequate oversight and take appropriate steps to ensure compliance. Grant County will review the six-month renewal forms that come from the participating housing authorities. If necessary, GCSS will visit the site to address the issue if other attempts do not remedy the situation.*

Completion Date:

*The MOA will be drafted and reviewed with the partner Housing and Social Service Agencies by December 31, 2011. All agreements will be signed by March 1, 2012.*

PREVIOUSLY REPORTED ITEM RESOLVED

**Human Services Reporting (CFDA Nos. 93.563 and 93.563 - ARRA) (09-4)**

Child Support Enforcement program salaries totaling \$12,542 and direct materials and supplies totaling \$994 were incorrectly reported to the Minnesota Department of Human Services for the second quarter of 2009. The County erroneously reported the first quarter 2009 expenditures on the second quarter report.

**Resolution**

During 2010, Child Support Enforcement expenditures were reported correctly.

**IV. OTHER FINDINGS AND RECOMMENDATIONS**

A. MINNESOTA LEGAL COMPLIANCE

PREVIOUSLY REPORTED ITEMS NOT RESOLVED

07-5 Compliance with Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) of 1989

The County did not have documentation demonstrating that it had a perfected security interest in pledged collateral in compliance with FIRREA, 12 U.S.C. § 1823(e). A 1992 U.S. Court of Appeals decision stated that, if a municipality fails to perfect a security interest under federal law, its right to such collateral in the event of default is not enforceable. To obtain an enforceable security interest in the collateral, FIRREA requires the pledging institution's security agreement or pledge of collateral to meet certain requirements.

We recommend that, when the County receives a written collateral assignment from a depository, it reviews the assignment to determine that:

- it is approved by the depository's Board of Directors or loan committee; and
- the assignment is continuously, from the time of execution, an official record of the depository.

We also recommend the County require its depository institutions to comply with FIRREA and to provide proof of compliance in the form of a copy of the depository's Board of Directors or loan committee resolution.

Conflicts of Interest

During the year ended December 31, 2010, Grant County purchased goods from a local vendor in which a County Commissioner has an ownership interest. These transactions result in a potential conflict of interest.

Pursuant to Minn. Stat. § 382.18, no county official shall be directly or indirectly interested in any contract to which the county is a party or in the purchase of any real or personal property. Under Minn. Stat. § 471.88, subds. 1 and 5, a governing board may contract for goods and services by unanimous vote with an interested officer if competitive bids are not required by law and if the requirements of Minn. Stat. § 471.89 are met.

Except for emergency situations, Minn. Stat. § 471.89, subd. 2, requires the governing body to authorize a contract for goods or services with an interested officer in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as, or lower than, the price at which the commodity or services could be obtained elsewhere. We found no evidence that such resolutions were adopted.

Before such a claim is paid, Minn. Stat. § 471.89, subd. 3, requires that the interested officer shall file with a clerk of the governing body an affidavit stating the following:

- the name of the officer and the office held by the officer;
- an itemization of the commodity or services furnished;
- the contract price;
- the reasonable value;
- the interest of the officer in the contract; and
- that, to the best of officer's knowledge and belief, the contract price is as low as, or lower than, the price at which the commodity or services could be obtained from other sources.

We found no evidence that such an affidavit had been filed.

We recommend the County follow the requirements of Minn. Stat. § 471.89.

Safe Driving Class

Grant County has established a traffic safety course option in lieu of issuance or court filing of a state uniform traffic ticket. Sheriff's Deputies have the discretion to offer traffic violators the option of attending the traffic safety course in lieu of a citation. The course costs \$65 payable to the Grant County Sheriff, and the funds generated are dedicated for use by the County Sheriff's Department. This is in violation of Minn. Stat. § 169.022, which states, "...Local authorities may adopt traffic regulations which are not in conflict with the provisions of this chapter; provided that when any local ordinance regulating traffic covers the same subject for which a penalty is provided for in this chapter, then the penalty provided for violation of said local ordinance shall be identical with the penalties provided for in this chapter for the same offense."

In a letter to State Representative Steve Smith on December 1, 2003, the Minnesota Attorney General specifically addressed the issue of a driver improvement course or clinic in lieu of a ticket or other penalty. After reviewing the state law, the Attorney General concluded: "All such programs, however, require that a *trial court* make the determination as to whether attendance at such a [driver's] clinic is appropriate. We are aware of no express authority for local officials to create a *pretrial* diversion program." (emphasis is that of the Attorney General).

The Minnesota Supreme Court has stated "[a]s a creature of the state deriving its sovereignty from the state, the county should play a leadership role in carrying out legislative policy." *Kasch v. Clearwater County*, 289 N.W. 2d 148, 152 (Minn. 1980), *quoting County of Freeborn v. Bryson*, 243 N.W. 2d 316, 321 (Minn. 1976).

In 2009, the Minnesota Legislature enacted a new statute, Minn. Stat. § 169.999, to authorize the issuance of administrative citations and prescribe criteria for them. *See* 2009 Minn. Laws, ch. 158. Among other provisions, the new law states that a governing body resolution must be passed to authorize issuance of administrative citations. The resolution must bar peace officers from issuing administrative citations in violation of Minn. Stat. § 169.999 and specifies the offenses for which an administrative citation may be used. The authority requires the use of a uniform administrative citation prescribed by the Commissioner of Public Safety and specifies that the fine for an administrative violation must be \$60, two-thirds of which must be credited to the general revenue fund of the local unit of government, and one-third of which must be transferred to the Commissioner of Minnesota Management and Budget for deposit in the state's General Fund. A local unit of government receiving administrative fine proceeds must use one-half of the funds for law enforcement purposes. Each local unit of government must follow these and other criteria specified in the new statute.

We recommend the County comply with Minn. Stat. ch. 169, including Minn. Stat. § 169.999 (2009) or any subsequent legislation by not offering a traffic safety course in lieu of issuance or court filing of a state uniform traffic ticket.

#### ITEM ARISING THIS YEAR

10-4

#### Publication of Board Minutes

County Board minutes are required by Minn. Stat. § 375.12 to be published within 30 days of the meeting.

We reviewed the affidavits of publication related to the publishing of a summary of the County Board minutes for 2010 and found that a majority of the summaries were not published in the County's official newspaper within the 30-day requirement.

We recommend the County publish its summaries of the County Board minutes in compliance with Minn. Stat. § 375.12.

#### PREVIOUSLY REPORTED ITEM RESOLVED

##### **Safekeeping of Investments (08-4)**

At December 31, 2009, UBS Financial Services and BancWest Investment Services held security investments on behalf of Grant County. Minnesota law in effect at that time permitted only brokers with a "principal executive office" in the State of Minnesota to hold public securities. UBS Financial Services and BancWest Investment Services did not have their principal executive office in the State of Minnesota.

##### **Resolution**

The 2010 Legislature changed this requirement so that as of August 1, 2010, brokers may hold public investments to the extent they have insurance to protect their clients through the Securities Investors Protection Corporation (SIPC) coverage or excess SIPC coverage. The County was able to verify that the brokers had sufficient SIPC coverage to protect all County securities in their possession in compliance with Minn. Stat. § 118A.06.

B. OTHER ITEM FOR CONSIDERATION

GASB Statement 54

The Governmental Accounting Standards Board's (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, is effective for Grant County for the year ending December 31, 2011. The standard's objectives are to enhance the usefulness of fund balance information included in the financial report through clearer fund balance classifications that can be consistently applied and to clarify existing governmental fund type definitions.

Fund Balance Reporting

Statement 54 establishes new fund balance classifications based on constraints imposed on how resources can be spent. The existing components of fund balance are reserved, unreserved-designated, and unreserved-undesignated. Statement 54 replaces these components with nonspendable, restricted, committed, assigned, and unassigned as defined below:

- *Nonspendable* - amounts that cannot be spent because they are either not in spendable form (for example, inventory or prepaid items) or legally or contractually required to be maintained intact (such as the corpus of a permanent fund).
- *Restricted* - amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.
- *Committed* - amounts that can be used only for specific purposes determined by a formal action of a government's highest level of decision-making authority.
- *Assigned* - amounts a government intends to use for a specific purpose that do not meet the criteria to be classified as restricted or committed.
- *Unassigned* - spendable amounts not contained in the other classifications.

The County should begin the process for implementing the new fund balance classifications. A key step in successfully implementing the new fund balance requirements is to plan ahead. The County can start with the following steps:

- review the requirements of GASB Statement 54;
- review current fund balances and compare to the new classifications;
- reclassify January 1, 2011, fund balance using the new classifications;
- review/update/prepare a comprehensive fund balance policy;
- prepare appropriate Board resolutions to commit fund balance; and
- if the County Board intends to delegate authority to assign fund balance, prepare the resolutions delegating that authority.

#### Governmental Fund Type Definitions

The definitions of the general fund, special revenue fund type, capital projects fund type, debt service fund type, and permanent fund type are clarified in the new standard. The new definition for a special revenue fund could have a significant impact on the County's current fund classifications.

GASB Statement 54 provides a new and clearer description of when it is appropriate to account for an activity using a special revenue fund. Special revenue funds are used to report specific revenue sources restricted or committed to specified purposes other than debt service and capital projects, where the restricted or committed revenue sources comprise a substantial portion of the fund's resources, and are expected to continue to do so in the future. The standard does not define substantial portion; however, most recommendations are generally that the restricted or committed revenues should comprise at least 35 to 50 percent of total fund revenues. Under this definition, it is possible that some current special revenue funds will no longer meet the requirements for special revenue fund treatment. The County's management should review the County's special revenue funds to ensure these funds continue to warrant treatment as special revenue funds.

The County's management should perform the following steps prior to December 31, 2011:

- prepare a list of the County's special revenue funds;
- determine the sources of revenues for each of those funds;
- identify whether any of those revenues are restricted or committed;
- determine if these restricted or committed revenues represent a substantial portion of the fund's revenues and are expected to continue to be a substantial source of revenues;
  - if yes, the fund may continue to be classified as a special revenue fund;
  - if not, determine whether the County will combine that fund with the general fund or with a similar purpose special revenue fund that meets the new definition;
- code revenues in the general ledger by source constraints--restricted, committed, assigned, or unassigned; and
- determine if there needs to be a restatement of beginning fund balances.

Additional implementation steps could include: informing any component units that they also will need to meet the requirements; deciding on how fund balance will be presented in the financials, such as detailed vs. aggregate methods; and developing the potential note disclosures. Additional guidance on GASB Statement 54 can be found on the Office of the State Auditor's website at: [http://www.auditor.state.mn.us/other/Statements/fundbalances\\_postGASB54\\_1012\\_statement.pdf](http://www.auditor.state.mn.us/other/Statements/fundbalances_postGASB54_1012_statement.pdf).

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## **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***

Board of County Commissioners  
Grant County

We have audited the financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Grant County as of and for the year ended December 31, 2010, which collectively comprise the County's basic financial statements, and have issued our report thereon dated October 26, 2011. The report on the government-wide financial statements was qualified because Grant County has not reported other postemployment benefits (OPEB) obligations in the Statement of Net Assets and has not reported the related net OPEB obligation change in the Statement of Activities, as required by generally accepted accounting principles. Our report was further modified to include a reference to other auditors. 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. Other auditors audited the financial statements of the Housing and Redevelopment Authority of Grant County, a discretely reported component unit, as described in our report on Grant County's financial statements. This report does not include the results of the other auditor's testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered Grant County's internal control over financial reporting as a basis for designing our auditing procedures 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 County's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However as described in the accompanying Schedule of Findings and Questioned Costs, we identified certain deficiencies in internal control over financial reporting that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

A deficiency in internal control over financial reporting exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control over financial reporting such that there is a reasonable possibility that a material misstatement of the County's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings and Questioned Costs as items 00-1, 06-3, 09-2, and 10-2 to be material weaknesses.

A significant deficiency is a deficiency, or combination of deficiencies, in internal control over financial reporting 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 Questioned Costs as items 96-2, 96-4, 06-2, 07-2, 07-3, 09-1, 09-3, and 10-1 to be significant deficiencies.

### Compliance and Other Matters

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

### Minnesota Legal Compliance

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65. Accordingly, the audit included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The *Minnesota Legal Compliance Audit Guide for Political Subdivisions* 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 study included all of the listed categories, except that we did not test for compliance in tax increment financing because the County administers no tax increment financing districts.

The results of our tests indicate that for the items tested, Grant County complied with the material terms and conditions of applicable legal provisions, except as described in the Schedule of Findings and Questioned Costs as items 07-5, 08-3, 08-5, and 10-4.

Also included in the Schedule of Findings and Questioned Costs is an other item for consideration. We believe this information to be of benefit to the County, and we are reporting it for that purpose.

This report is intended solely for the information and use of the Board of County Commissioners, management, others within Grant County, and federal awarding agencies and pass-through entities and is not intended to be, and should not be, used by anyone other than those specified parties.

*/s/Rebecca Otto*

REBECCA OTTO  
STATE AUDITOR

October 26, 2011

*/s/Greg Hierlinger*

GREG HIERLINGER, CPA  
DEPUTY STATE AUDITOR

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REBECCA OTTO  
STATE AUDITOR

# STATE OF MINNESOTA

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### **REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

Board of County Commissioners  
Grant County

#### Compliance

We have audited Grant County's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2010. Grant County's major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the County's management. Our responsibility is to express an opinion on the County's compliance based on our audit.

Grant County's basic financial statements include the operations of the Housing and Redevelopment Authority (HRA) of Grant County component unit, which expended \$391,384 in federal awards during the year ended December 31, 2010, which are not included in the Schedule of Expenditures of Federal Awards. Our audit, described below, did not include the operations of the HRA of Grant County because it was audited by other auditors.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain

reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Grant County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the County's compliance with those requirements.

In our opinion, Grant County complied, in all material respects, with the requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2010.

### Internal Control Over Compliance

Management of Grant County is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the County's internal control over compliance with requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, we identified a deficiency in internal control over compliance that we consider to be a significant deficiency as described in the accompanying Schedule of Findings and Questioned Costs as item 10-3. A significant deficiency in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Grant County's corrective action plan to the federal award finding identified in our audit is included in the accompanying Schedule of Findings and Questioned Costs. We did not audit the County's corrective action plan and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Board of County Commissioners, management and others within the County, and federal awarding agencies and pass-through entities and is not intended to be, and should not be, used by anyone other than those specified parties.

*/s/Rebecca Otto*

REBECCA OTTO  
STATE AUDITOR

*/s/Greg Hierlinger*

GREG HIERLINGER, CPA  
DEPUTY STATE AUDITOR

October 26, 2011