

# **CITY OF DOVER**

## **AUDITED FINANCIAL STATEMENTS AND OTHER SUPPLEMENTARY INFORMATION**

Year Ended September 30, 2018

*Prepared by*

Anderson Bros. CPA's, P.A.

Post Falls, ID

# CITY OF DOVER

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# CITY OF DOVER

## ORGANIZATION

\_\_\_\_\_  
Mayor

Annie Shaha

\_\_\_\_\_  
Council Members

Bill Strand  
Diane Brockway  
Susan Kubiak  
Ruth Guthrie

\_\_\_\_\_  
City Clerk

Michele Hutchings

\_\_\_\_\_  
Treasurer

Tammy Anderson

## INDEPENDENT AUDITORS' REPORT



1810 E Schneidmiller Ave. Ste. 310  
Post Falls, Idaho 83854  
208-777-1099 (phone) 208-773-5108 (fax)

## INDEPENDENT AUDITORS' REPORT

Mayor and City Council  
City of Dover, Idaho

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Dover, Idaho, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

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

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

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

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

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

## ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Dover, Idaho, as of September 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Schedule of City's Share of Net Pension Liability and the Schedule of City's Contributions on page 28, and the budgetary comparison information on pages 29 through 30 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

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

In accordance with *Government Auditing Standards*, we have also issued a report dated June 10, 2019, on our consideration of the City of Dover, Idaho's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of 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* in considering City of Dover, Idaho's internal control over financial reporting and compliance.



Anderson Bros. CPA's, P.A.

Post Falls, Idaho  
June 10, 2019

## BASIC FINANCIAL STATEMENTS

**CITY OF DOVER**  
**Statement of Net Position**  
**September 30, 2018**

	Primary Government <sup>1</sup>			Component Unit
	Governmental Activities	Business-Type Activities	Total	Urban Renewal Agency
<b>ASSETS</b>				
Current Assets:				
Cash & Cash Equivalents	\$ 889,916	124,003	1,013,919	328,508
Investments	-	-	-	-
Receivables:				
Property Taxes (net)	1,812	-	1,812	7,238
Other Governments (net)	40,415	-	40,415	-
Grants Receivable	-	-	-	-
Accounts Receivable	-	37,983	37,983	-
Other	4,960	3,636	8,596	-
Interest	-	14,232	14,232	-
Prepaid Expenses	2,703	5,100	7,803	-
Total Current Assets	939,806	184,954	1,124,760	335,746
Land	-	174,141	174,141	-
Capital Assets, net	1,315,344	5,975,786	7,291,130	-
Total Capital Assets	1,315,344	6,149,927	7,465,271	-
Other Assets:				
Interfund Balances	(331,245)	331,245	-	-
DURA Note Receivable	-	1,234,686	1,234,686	-
Restricted Cash	-	-	-	825,308
Total Other Assets	(331,245)	1,565,931	1,234,686	825,308
Total Assets	\$ 1,923,905	7,900,812	9,824,717	1,161,054
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pension Plan	\$ 17,598	3,332	20,930	-
Total Deferred Outflows of Resources	17,598	3,332	20,930	-
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts Payable	\$ 17,511	19,183	36,694	1,068
Payroll, Benefits, and Taxes Payable	6,485	912	7,397	-
Interest Payable	-	907	907	49,657
Customer Deposits	-	-	-	-
Compensated Absences Payable	1,450	-	1,450	-
Payable to DURA - Hookup Fees	-	-	-	-
Current Portion of Long Term Debt	-	52,920	52,920	352,586
Total Current Liabilities	25,446	73,922	99,368	403,311
Long Term Liabilities:				
Bonds and Other Loans	\$ -	91,001	91,001	6,352,453
Net Pension Liability	31,802	6,022	37,824	-
Total Long Term Liabilities	31,802	97,023	128,825	6,352,453
Total Liabilities	57,248	170,945	228,193	6,755,764
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Pension Plan	\$ 49,199	9,316	58,515	-
Total Deferred Inflows of Resources	49,199	9,316	58,515	-
<b>NET POSITION</b>				
Net Investment in Capital Assets	1,315,344	6,006,006	7,321,350	-
Restricted	-	61,780	61,780	825,308
Unrestricted	519,712	1,656,097	2,175,809	(6,420,018)
Total Net Position	\$ 1,835,056	7,723,883	9,558,939	(5,594,710)

*See accompanying notes to financial statements and independent auditors' report.*

**CITY OF DOVER**  
**Statement of Activities**  
**Year Ended September 30, 2018**

	Program Revenues				Net (Expenses) Revenues and Changes in Net Position			Component Unit
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total	
					Governmental Activities	Business-type Activities		
<b>Primary Government:</b>								
Governmental Activities								
General Government	\$ 312,062	-	-	-	(312,062)	-	(312,062)	
Highway and Streets	33,431	-	-	-	(33,431)	-	(33,431)	
Depreciation - Unallocated	45,453	-	-	-	(45,453)	-	(45,453)	
Total Governmental Activities	390,946	-	-	-	(390,946)	-	(390,946)	
Business-type Activities								
Water Service	173,472	230,680	-	-	-	57,208	57,208	
Sewer Service	431,077	401,040	-	-	-	(30,037)	(30,037)	
Total Business-type Activities	604,549	631,720	-	-	-	27,171	27,171	
Total primary government	\$ 995,495	631,720	-	-	(390,946)	27,171	(363,775)	
<b>Component Units:</b>								
Dover Urban Renewal Agency	244,294	-	-	-				(244,294)
Total component units	\$ 244,294	-	-	-				(244,294)
General Revenues:								
Property Taxes					\$ 79,638	-	79,638	692,601
Other Governmental					218,633	-	218,633	-
Licenses and Permits					102,384	-	102,384	-
Interest Earnings					228	18,121	18,349	2,086
Other Revenues					25,417	-	25,417	-
Gain/(Loss) on Sale of Assets					-	-	-	-
Other Items:								
Transfers In/(Out)					-	-	-	-
Total General Revenues and Transfers					426,300	18,121	444,421	694,687
Change in Net Position					35,354	45,292	80,646	450,393
Net Position- Beginning					1,799,702	7,678,591	9,478,293	(6,045,103)
Prior Period Adjustment - See Note 12					-	-	-	-
Net Position- Ending					\$ 1,835,056	7,723,883	9,558,939	(5,594,710)

See accompanying notes to financial statements and independent auditors' report.

**CITY OF DOVER**  
**Balance Sheet**  
**Governmental Funds**  
**September 30, 2018**

	General Fund	Street Fund	Total
<b>ASSETS</b>			
Cash & Investments	\$ 742,048	147,868	889,916
Receivables:			
Property Taxes	1,812	-	1,812
Other Governments	31,675	8,740	40,415
Grants Receivable	-	-	-
Other	63	4,897	4,960
Interfund Balances	(334,831)	3,586	(331,245)
Prepaid Expenses	1,606	1,097	2,703
Total Assets	<u>\$ 442,373</u>	<u>166,188</u>	<u>608,561</u>
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts Payable and Accrued Expenses	\$ 11,921	5,590	17,511
Payroll, Benefits and Taxes Payable	6,485	-	6,485
Total Liabilities	<u>18,406</u>	<u>5,590</u>	<u>23,996</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable Revenue - Property Taxes	1,812	-	1,812
Total Deferred Inflows of Resources	<u>1,812</u>	<u>-</u>	<u>1,812</u>
<b>FUND EQUITY</b>			
Nonspendable:			
Prepaid Expenses	1,606	1,097	2,703
Assigned:			
Street Fund	-	159,501	159,501
Unassigned	420,549	-	420,549
Total Fund Equity	<u>422,155</u>	<u>160,598</u>	<u>582,753</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity	<u>\$ 442,373</u>	<u>166,188</u>	<u>608,561</u>
<b>RECONCILIATION TO THE STATEMENT OF NET POSITION:</b>			
Total fund equity reported above			\$ 582,753
Add capital assets not reported above		1,750,639	
Less accumulated depreciation		(435,295)	
Net Capital Assets			<u>1,315,344</u>
Add deferred outflows and inflows of resources not reported above			
Deferred outflows - pension		17,598	
Deferred inflows - pension		(49,199)	
Total deferred outflows of resources not reported above			<u>(31,601)</u>
Less liabilities not reported above:			
Compensated absences		(1,450)	
Net pension liability		(31,802)	
Total liabilities not reported above			<u>(33,252)</u>
Deferred revenues for property taxes			1,812
Net Position			<u>\$ 1,835,056</u>

See accompanying notes to financial statements and independent auditors' report.

**CITY OF DOVER**  
**Statement of Revenues, Expenditures, and Changes in**  
**Fund Balances - All Governmental Fund Types**  
**Year Ended September 30, 2018**

	General Fund	Street Fund	Total
<b>Revenues:</b>			
Property Taxes	\$ 78,676	-	78,676
Other Governmental	111,792	106,841	218,633
Licenses and Permits	102,384	-	102,384
Interest	181	47	228
Other Income	15,316	10,101	25,417
Donations & Grants	-	-	-
Total Revenues	308,349	116,989	425,338
<b>Expenditures:</b>			
General Government	338,406	-	338,406
Highways and Streets	-	33,431	33,431
Transportation Department	-	-	-
Capital Expenditures	104,741	159,935	264,676
Total Expenditures	443,147	193,366	636,513
Excess of Revenues Over Expenditures	(134,798)	(76,377)	(211,175)
<b>Other Sources (Uses):</b>			
Transfers In/(Out)	-	-	-
Gain/(Loss) on Sale of Assets	-	-	-
Total Other Sources (Uses)	-	-	-
Net Change in Fund Balance	(134,798)	(76,377)	(211,175)
Fund Balance - October 1,	556,953	236,975	793,928
Fund Balance - September 30,	\$ 422,155	160,598	582,753

*See accompanying notes to financial statements and independent auditors' report.*

**CITY OF DOVER**  
**Reconciliation of the**  
**Statement of Revenues, Expenditures, and**  
**Changes in Fund Balances of Governmental Funds**  
**to the Statement of Activities**  
**Year Ended September 30, 2018**

Changes in fund balances as reported on the governmental funds statements		\$ (211,175)
Increase in current property taxes not reflected in revenue on the governmental funds statements		962
Expenses on the governmental fund statement not included on the government-wide statement of activity:		
Capital Asset Purchase	264,676	
Total expenses on the governmental fund statement not included on the government-wide statement		264,676
Income on the government-wide statement of activity not included on the governmental funds statements:		
Capital Contributions and Grants	-	
Total income on the governmental fund statement not included on the government-wide statement		-
Expenses on the government-wide statement of activity not included on the governmental funds statements:		
Depreciation	(45,453)	
Increase in Compensated Absences	(940)	
Decrease in Pension Plan Expense	19,626	
Decrease in PERSI Contributions	7,658	
Total expenses on the government-wide statement of activity not included on the governmental funds statements:		(19,109)
Change in net position on the government-wide statements		\$ 35,354

*See accompanying notes to financial statements and independent auditors' report.*

**CITY OF DOVER**  
**Statement of Net Position**  
**All Proprietary Funds**  
**September 30, 2018**

	Water Fund	Sewer Fund	Total
<b>ASSETS</b>			
<b>CURRENT ASSETS:</b>			
Cash & Cash Equivalents	\$ 26,668	97,335	124,003
Investments	-	-	-
Accounts Receivable (net)	12,260	25,723	37,983
Other Receivable	-	3,636	3,636
Interest Receivable	6,504	7,728	14,232
Grants Receivable	-	-	-
Prepaid Expenses	2,081	3,019	5,100
<b>Total Current Assets</b>	<b>47,513</b>	<b>137,441</b>	<b>184,954</b>
Land	5,600	168,541	174,141
Capital Assets	1,366,259	8,610,453	9,976,712
Accumulated Depreciation	(672,614)	(3,328,312)	(4,000,926)
<b>Total Capital Assets</b>	<b>699,245</b>	<b>5,450,682</b>	<b>6,149,927</b>
<b>OTHER ASSETS:</b>			
Interfund Balances	(26,316)	357,561	331,245
DURA Note Receivable	564,251	670,435	1,234,686
<b>Total Other Assets</b>	<b>537,935</b>	<b>1,027,996</b>	<b>1,565,931</b>
<b>TOTAL ASSETS</b>	<b>\$ 1,284,693</b>	<b>6,616,119</b>	<b>7,900,812</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Pension Plan	\$ 1,666	1,666	3,332
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>1,666</b>	<b>1,666</b>	<b>3,332</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES:</b>			
Accounts Payable	\$ 9,579	9,604	19,183
Payroll, Benefits, & Taxes Payable	456	456	912
Interest Payable	248	659	907
Compensated Absences	-	-	-
Current Portion of Long Term Debt	13,772	36,583	50,355
<b>Total Current Liabilities</b>	<b>24,055</b>	<b>47,302</b>	<b>71,357</b>
<b>LONG TERM LIABILITIES:</b>			
Notes Payable, net of current portion	\$ 25,590	67,976	93,566
Net Pension Liability	3,011	3,011	6,022
<b>Total Long Term Liabilities</b>	<b>28,601</b>	<b>70,987</b>	<b>99,588</b>
<b>TOTAL LIABILITIES</b>	<b>52,656</b>	<b>118,289</b>	<b>170,945</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Pension Plan	\$ 4,658	4,658	9,316
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>4,658</b>	<b>4,658</b>	<b>9,316</b>
<b>NET POSITION</b>			
Net Investment in Capital Assets	659,883	5,346,123	6,006,006
Restricted:			
Expendable:			
Restricted for debt covenants	16,896	44,884	61,780
Unrestricted	552,266	1,103,831	1,656,097
<b>Total Net Position</b>	<b>\$ 1,229,045</b>	<b>6,494,838</b>	<b>7,723,883</b>

*See accompanying notes to financial statements and independent auditors' report.*

**CITY OF DOVER**  
**Statement of Income and Changes in Net Position**  
**All Proprietary Funds**  
**Year Ended September 30, 2018**

	Water Fund	Sewer Fund	Total
<b>Operating Revenues:</b>			
Charges for Services	\$ 141,848	293,318	435,166
Hookups & Other	88,832	107,722	196,554
Grant Income	-	-	-
Total Operating Revenues	230,680	401,040	631,720
<b>Operating Expenses:</b>			
Administrative	15,512	15,088	30,600
Maintenance & Operations	111,236	126,585	237,821
Depreciation	37,549	276,176	313,725
Pension Plan Expense/(Revenue)	6,728	6,728	13,456
Total Operating Expenses	171,025	424,577	595,602
Operating Income (Loss)	59,655	(23,537)	36,118
<b>Non-Operating Revenues (Expenses):</b>			
Interest Income	7,459	10,662	18,121
Interest Expense	(2,447)	(6,500)	(8,947)
Transfers In	-	-	-
Transfers (Out)	-	-	-
Gain/(Loss) on Sale of Equipment	-	-	-
Total Non-Operating Revenue (Expenses)	5,012	4,162	9,174
Change in Net Position	64,667	(19,375)	45,292
Net Position - October 1,	1,164,378	6,514,213	7,678,591
Net Position - September 30,	\$ 1,229,045	6,494,838	7,723,883

*See accompanying notes to financial statements and independent auditors' report.*

**CITY OF DOVER**  
**Statement of Cash Flows**  
**All Proprietary Funds**  
**Year Ended September 30, 2018**

	Proprietary Fund Types		
	Water	Sewer	Total
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
Receipts from Customers and Users	\$ 229,183	396,795	625,978
Payments to Employees	(7,831)	(7,831)	(15,662)
Payments to Suppliers	(131,679)	(140,615)	(272,294)
Net Cash Provided by Operating Activities	89,673	248,349	338,022
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>			
Due to/from Other Funds	35,445	(186,191)	(150,746)
Interfund Transfers	-	-	-
Net Cash Provided/(Used) by Noncapital Financing Activities	35,445	(186,191)	(150,746)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>			
Payments for Capital Asset Acquisitions	(113,110)	(24,770)	(137,880)
Proceeds from Sale of Capital Assets	-	-	-
Repayment on Revenue Bonds & Notes Payable	(14,474)	(38,447)	(52,921)
Interest Paid on Long Term Liabilities	(2,423)	(6,437)	(8,860)
Net Cash Used by Capital and Related Financing Activities	(130,007)	(69,654)	(199,661)
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>			
Purchase of Investments	-	-	-
Sale of Investments	-	52,893	52,893
Interest on Bank Balances	4,892	7,555	12,447
Net Cash Provided by Investing Activities	4,892	60,448	65,340
Net Increase/(Decrease) in Cash and Cash Equivalents	3	52,952	52,955
Cash and Cash Equivalents, October 1,	26,665	44,383	71,048
Cash and Cash Equivalents, September 30,	\$ 26,668	97,335	124,003
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY OPERATIONS:</b>			
Operating Income (Loss)	\$ 59,655	(23,537)	36,118
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:			
Cash flows reported in other categories:			
Depreciation	37,549	276,176	313,725
Change in assets and liabilities:			
Accounts Receivable	(1,497)	(4,245)	(5,742)
Grants Receivable	-	-	-
Prepaid Expenses	(1,066)	(2,004)	(3,070)
Accounts Payable & Accrued Expenses	(10,969)	(4,042)	(15,011)
Payroll, Benefits, & Taxes Payable	(2)	(2)	(4)
Net Change in PERSI Liabilities	6,003	6,003	12,006
Customer Deposits	-	-	-
Net Cash Provided by Operating Activities	\$ 89,673	248,349	338,022

*See accompanying notes to financial statements and independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Reporting Entity**

The City's combined financial statements include the accounts of all City operations. The criteria for including organizations as component units within the City's reporting entity, as set forth in Section 2100 of the Governmental Accounting Standards Board's (GASB) Codification of Government Accounting and Financial Reporting Standards, include whether:

- ✓ the organization is legally separate (can sue and be sued in their own name)
- ✓ the City holds the corporate powers of the organization
- ✓ the City appoints a voting majority of the organization's board
- ✓ the City is able to impose its will on the organization
- ✓ the organization has the potential to impose a financial benefit/burden on the City
- ✓ there is fiscal dependency by the organization on the City

The City of Dover is a municipality of the State of Idaho. The City has oversight responsibility and control over all activities related to The City's functions. The City is not included in any other governmental "reporting entity" as defined in GASB pronouncements, since the public elects the City Council members. The accompanying financial statements present the activities of the City and its discretely presented component unit, Dover Urban Renewal Agency.

Dover Urban Renewal Agency (the Agency) was formed by the City of Dover, Idaho on April 14, 2005, for the purpose of development and administering an urban renewal plan pursuant to Title 50, Chapters 20 and 29, Idaho Code.

The City's mayor appoints all members of the Agency's board, Dover's city council must confirm all appointments to the Agency's board, and Dover's city council must approve the urban renewal plan which governs the Agency's actions. Further, the chairman of the Agency's board is a member of Dover's Planning & Zoning Commission. Therefore, due to the significant influence these powers give Dover over the Agency's activities, the Agency is considered a component unit of the basic financial statements of the City of Dover, Idaho.

For financial reporting purposes, only the Agency's statement of net position and activities are included in the City's financial statements as required by generally accepted accounting principles.

During the year ended September 30, 2009, the City distributed \$1,174,095 to the Agency for restricted purposes (see note 3). Complete financial statements for the Agency can be obtained from the office of the Dover Urban Renewal Agency, Panhandle Area Council, Inc., 11100 Airport Drive, Hayden, Idaho, 83835.

**Basis of Presentation, Basis of Accounting**

**Basis of Presentation**

*Government-wide Statements:* The statement of net position and the statement of activities display information about the primary government (the City). These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the *governmental* and *business-type activities* of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or part by fees charged to external parties.

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (CONTINUED)**

The statement of activities presents a comparison between direct and program revenues for the different business-type activities of the City and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reversed for the statement of activities. Program revenues include (a) fees, fines, and charges by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not received for a specific purpose and classified as program revenues, including all taxes, are presented as general revenues.

*Fund Financial Statements:* The fund financial statements provide information about the City's funds, including its fiduciary funds and blended component units. Separate statements for each fund category-*governmental, and enterprise* are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

Enterprise fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

The City reports the following major governmental funds:

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

*Street Fund.* The street fund accounts for the proceeds of specific revenue sources (other than trusts or major capital projects), the expenditures for which are legally restricted for purposes specified in the grant agreements. Principal sources of revenue are property taxes and state and local highway funds. Primary expenditures are for employee wages and benefits, street maintenance & repairs, and other general administration costs.

*Transportation Fund.* The transportation fund accounts for the proceeds of specific revenue sources (other than trusts or major capital projects), the expenditures for which are legally restricted for purposes specified in the grant agreements. Principal sources of revenue are grant income and donations. Primary expenditures are for employee wages and benefits, transit vehicle maintenance & repairs, and other general administration costs.

The City reports the following major enterprise funds:

*Water Enterprise Fund.* The Water Enterprise Fund is used to account for operations that are financed and operated in a manner similar to private business enterprises where the costs (expenses, including depreciation) of providing water services to the general public on a continuing basis are financed through user charges.

*Sewer Enterprise Fund.* The Sewer Enterprise Fund is used to account for operations that are financed and operated in a manner similar to private business enterprises where the costs (expenses, including depreciation) of providing water services to the general public on a continuing basis are financed through user charges.

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (CONTINUED)

Measurement Focus, Basis of Accounting

*Government-wide and Proprietary Fund Financial Statements.* The government-wide and proprietary 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 at the time the liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

*Governmental Fund Financial Statements.* Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. Property taxes, sales taxes, franchise taxes, licenses, and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Assets, Liabilities, and Equity

Deposits and Investments

The cash balances of substantially all funds are pooled and invested by the City Treasurer for the purpose of increasing earnings through investment activities. The pool's investments are reported at fair market value as of September 30, 2018. The individual funds' portions of the pool's fair value are presented as "Cash and Cash Equivalents." Earnings on the pooled funds are apportioned and paid or credited to the funds monthly based on the average daily balance of each participating fund.

Cash and Cash Equivalents

The City considers cash and cash equivalents to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Investments with an initial maturity of more than three months are reported as investments.

Receivables and Payables

The City records all trade and property tax as they are assessed, not as collected. Cancellations and uncollectible taxes for this and prior years were minimal, thus no allowance for uncollectible taxes is necessary.

Receivables for State Highway User's Tax, State Liquor, and State Revenue Sharing are recorded as revenue in the general fund. A receivable for State Highway User's Tax is recorded as revenue in the street fund and a receivable for Grant Income is recorded as revenue in the transportation fund.

The City records enterprise fund charges as earned, not when collected. Because the City is able to lien property for unpaid utility charges, the City has recorded \$0 as an allowance for doubtful accounts.

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (CONTINUED)

Property Tax Calendar

Property taxes are levied on the third Monday of September and attach as an enforceable lien on property. They are payable in two installments on December 20 of the current year and June 20 of the next calendar year. The taxes are collected and remitted to the City by Bonner County.

Extraordinary and Special Items

Extraordinary items are transactions that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the City Council and that are either unusual in nature or infrequent in occurrence. Neither type of transactions occurred during the fiscal year ended September 30, 2018.

Inventories and Prepaid Items

The City has adopted the purchase method for recording and classifying material and supply purchases. Under this method, purchases of materials and supplies are recognized as expenditures when the goods are received and the transaction is vouchered. Because on hand materials and supplies of the City are not considered significant, no amount is reflected on the balance sheet and no portion of fund balance is reserved.

Interfund Transactions

Interfund transactions are reflected as loans, services provided, reimbursements, or transfers. Loans are reported as receivables and payables as appropriate, are subject to elimination upon consolidation and are referred to as “interfund balances”. Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as “interfund balances” as well.

Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide presentation.

Compensated Absences

Employees eligible for leave include regular full-time employees. The policy provides for leave according to the following schedule:

<u>Years of Service</u>	<u>Leave Time</u>
0 – 3 years	40 hours per year
After 3 years	80 hours per year

As of September 30, 2018, compensated absences payable for governmental activities and business-type activities was \$1,450.

Pensions

For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position of the Public Employee Retirement System of Idaho Base Plan (Base Plan) and additions to/deductions from Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (CONTINUED)

Long Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities.

Capital Assets

Purchased or constructed capital assets are reported at cost or estimated historical cost. Donated fixed assets are recorded at their estimated fair value at the date of donation. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Asset Class	Estimated Useful Lives
Improvements	30 - 75
Machinery & Equipment	10 – 20
Vehicles	10 – 20
Office Equipment	5 – 10
Computer Equipment	5

Use of Estimates

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

Use of Restricted Funds

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

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has one item, pension plan, is reported in the government-wide statement of net position, which qualifies for reporting in this category at this time.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has two of these types of items. The first, unavailable property taxes, is reported in the governmental funds balance sheet. The other item, pension plan, is reported in the government-wide statement of net position. These amounts are deferred and recognized as inflows of resources in the period that the amounts becomes available.

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (CONTINUED)

Fund Balance

During fiscal year 2011/12, the City adopted GASB Statement No. 54, “Fund Balance Reporting and Governmental Fund Type Definitions” (required implementation date of June 2011), which redefined how fund balances of the governmental funds are presented in the financial statements.

Fund balances are classified as follows:

**Nonspendable**—Amounts that cannot be spent either because they are not in a spendable form or because they are legally or contractually required to be maintained intact.

**Restricted**—Amounts that can be spent only for specific purposes because of the state or federal laws, or externally imposed conditions by grantors or creditors.

**Committed**—Amounts that can be used only for specific purposes determined by a formal action by City Council ordinance or resolution. This includes the budget reserve account.

**Assigned**—Amounts that are designated by the Council for a specific purpose but are not spendable until a budget ordinance is passed by the City Council.

**Unassigned**—All amounts not included in other spendable classifications.

The details of the fund balances are included in the Governmental Funds Balance Sheet (page 6). Restricted funds are used first as appropriate. Assigned Funds are reduced to the extent that expenditure authority has been budgeted by the Council or the Assignment has been changed by the Mayor. Decreases to fund balance first reduce Unassigned Fund balance; in the event that Unassigned Fund Balance becomes zero, then Assigned and Committed Fund Balances are used in that order. The City reserves the right to selectively spend Unassigned resources first to defer the use of these other classified funds.

Net Position

Net position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by outstanding balances of any borrowings used for the acquisition, construction or improvements of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

NOTE 2 – DEPOSITS AND INVESTMENT BALANCES

General

State statutes authorize the City’s investments. The City is authorized to invest in demand deposits, savings accounts, U.S. Government obligations and its agencies, obligations of Idaho and its agencies, fully collateralized repurchase agreements, prime domestic commercial paper, prime domestic bankers acceptances, bonds, debentures or notes of any corporation organized, controlled, and operating in the U.S. which have at their purchase an “A” rating or higher, government pools, and money market funds consisting of any of these securities listed. No violations of these categories have occurred during the year.

*See accompanying independent auditors’ report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

**NOTE 2 – DEPOSITS AND INVESTMENT BALANCES – (CONTINUED)**

**Custodial Credit Risk**

Custodial credit risk is the risk that, in the event of a bank failure, the City’s deposits and investments may not be returned to it. The City does not have a deposit policy for custodial credit risk as it deposits funds in financial institutions that are members of the U.S. Federal Deposit Insurance Corporation (FDIC) and has never experienced such a loss. As of September 30, 2018, the City had amounts that were uninsured or uncollateralized. The bank balances and investments are categorized as follows:

	<u>Primary Government</u>
Amounts insured by FDIC	\$ 1,076,911
Otherwise insured or collateralized	-
Uninsured	-
Total	<u>\$ 1,076,911</u>

**Summary of Cash and Cash Equivalent Balances**

Cash, cash equivalents, and investments at September 30, 2018 are classified in the accompanying financial statement as follows:

	<u>Primary Government</u>
Statement of Net Position:	
Cash and cash equivalents	\$ 1,013,919
Restricted cash	-
Investments	-
Total	<u>\$ 1,013,919</u>

Cash, cash equivalents, and investments at September 30, 2018 consist of the following:

	<u>Primary Government</u>
Cash:	
Deposits with financial institutions	\$ 1,013,919
Cash equivalents:	
Money market funds and savings	-
Investments:	
Certificates of deposit	-
Total	<u>\$ 1,013,919</u>

**Credit Risk**

The City does not have a formal policy for credit risk.

*See accompanying independent auditors’ report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

**NOTE 3 – OTHER ASSETS**

The City loaned the Dover Urban Renewal Agency \$1,000,000 with a subordinated promissory note. The note earns interest computed on a monthly basis equal to the Idaho State Treasurer’s Local Government Investment Pool. The note and interest have a maturity date of February 6, 2030. As of September 30, 2018, the note is earning interest at the rate of 1.67%.

The City loaned an additional \$174,095 to the Dover Urban Renewal Agency with a revolving subordinated note during fiscal year 2008/2009. This loan is due to an agreement whereby the City loaned 70% of specified hookup fees to the Agency, which ended in March of 2016. These increases have brought the total balance up to \$234,686. The note earns interest computed on a monthly basis equal to the Idaho State Treasurer’s Local Government Investment Pool. The note and interest have a maturity date of February 6, 2030. As of September 30, 2018 the note is earning interest at the rate of 1.67%. Total interest earned on these notes for the year ended September 30, 2018 is \$14,232.

**NOTE 4 – RECEIVABLES**

The following is a schedule of property taxes assessed for the year, collected and remaining to be received.

Year	Balance 9/30/17	Levy 2017	Adjustments & Collections	Balance 9/30/18
2013-2017	\$ 924	79,346	(78,458)	\$ 1,812

In accordance with NCGA Interpretation #3, revenue, which is not received within 60 days of the year-end, has been reflected as deferred revenue. The balance as of September 30, 2018 is as follows:

Taxes due at September 30, 2018	\$ 1,812
Received October 2018	-
Received November 2018	-
Total	<u>\$ 1,812</u>

The analysis of accounts receivable and due from other governments is as follows:

	General	Streets	Total
State Revenue Sharing	\$ 19,752	-	19,752
Highway Users	-	8,740	8,740
State Liquor	5,624	-	5,624
State Sales Tax	3,904	-	3,904
Road & Bridge	-	-	-
Franchise Fees	2,395	-	2,395
Miscellaneous	-	-	-
Total	<u>\$ 31,675</u>	<u>8,740</u>	<u>40,415</u>

PROPRIETARY FUNDS:	Water	Sewer	Total
User Fees Receivable (net)	\$ 12,260	25,723	37,983

*See accompanying independent auditors’ report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

**NOTE 5 – CAPITAL ASSETS**

The changes in capital assets used in governmental activities during the year ended September 30, 2018 were as follows:

	Beginning Balances	Increases	Decreases	Adjustments	Ending Balances
<b>Governmental Activities</b>					
<i>Capital Assets being depreciated</i>					
Machinery & Equipment	\$ 1,485,963	264,676	-	-	1,750,639
Total Capital Assets being depreciated	1,485,963	264,676	-	-	1,750,639
Less accumulated depreciation for:					
Machinery & Equipment	(389,842)	(45,453)	-	-	(435,295)
Total accumulated depreciation	(389,842)	(45,453)	-	-	(435,295)
Governmental Activities Capital Assets, net	1,096,121	219,223	-	-	1,315,344

Because the City is a Phase 3 government (governments with total annual revenues of less than \$10 million), the City is encouraged but not required to report major infrastructure assets retroactively. The City has not yet made a determination as to whether or not to record infrastructure assets retroactively.

The changes in capital assets used in business-type activities during the year ended September 30, 2018 were as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<b>Business-type Activities</b>				
<i>Capital assets not being depreciated</i>				
Land	\$ 174,141	-	-	174,141
Total capital assets not being depreciated	174,141	-	-	174,141
<i>Capital assets being depreciated</i>				
Improvements	9,813,771	137,880	-	9,951,651
Machinery & Equipment	25,059	-	-	25,059
Total capital assets being depreciated	9,838,830	137,880	-	9,976,710
Less accumulated depreciation	(3,687,200)	(313,725)	-	(4,000,925)
Capital assets being depreciated, net	6,151,630	(175,845)	-	5,975,785
Business-type Activities Capital Assets, net	\$ 6,325,771	(175,845)	-	6,149,927

See accompanying independent auditors' report.

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 5 – CAPITAL ASSETS – (CONTINUED)

Depreciation expense was charged to function as follows:

Governmental Activities:

Unallocated	\$ 45,453
Sub-Total	<u>45,453</u>

Business-Type Activities:

Water	37,549
Sewer	<u>276,176</u>
Sub-Total	<u>313,725</u>
Total Depreciation Expense	<u>\$ 359,178</u>

NOTE 6 – LONG-TERM OBLIGATIONS

Changes in long-term debt during fiscal year 2017/18 are as follows:

<u>Business-Type Activities</u>	<u>10/01/17</u>	<u>Increases</u>	<u>Decreases</u>	<u>09/30/18</u>
Bonds Payable	\$ 196,842	-	(52,921)	143,921

Accrued but unpaid interest on outstanding bonds payable as of September 30, 2018 is \$907.

Debt Service Requirements

Debt service requirements on long-term debt at September 30, 2018, are as follows:

<u>Year Ended September 30</u>	<u>Bonds and Notes</u>	
	<u>Principal</u>	<u>Interest</u>
2019	55,616	6,164
2020	58,449	3,331
2021	29,856	558
2022	-	-
2023	-	-
Total	<u>\$ 143,921</u>	<u>10,053</u>

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

**NOTE 7 – INTERFUND BALANCES AND ACTIVITY**

Interfund Balances to/from other funds for the year ended September 30, 2018 consisted of the following:

<u>Fund</u>	<u>Receivable</u>	<u>Payable</u>
General Fund	-	334,831
Street Fund	3,586	-
Water Fund	-	26,316
Sewer Fund	357,561	-
Total	<u>\$ 361,147</u>	<u>361,147</u>

The City regularly uses short term interfund receivables and payables for payment of operating expenses for a fund by another fund.

**NOTE 8 – RISK MANAGEMENT**

The City faces a number of risks of loss including damage to and loss of property and contents, professional liability, i.e. errors and omissions, and health insurance costs of employees. Commercial insurance policies are purchased for health insurance. Coverage *for* the loss or damage to property and professional liability insurance is provided by the Idaho Counties Risk Management Program (ICRMP).

ICRMP provides general liability, property insurance, and public officials' insurance. The City, along with other participating entities, contributes annual amounts determined by ICRMP management. As claims arise they are submitted to and paid by ICRMP. During fiscal year 2017/18, the City contributed \$8,121 for this insurance coverage. There were no significant reductions in insurance coverage from the prior year. The City's workman's compensation coverage is provided by the Idaho State Insurance Fund. During fiscal year 2017/18, the City contributed \$184 for this insurance coverage.

**NOTE 9 – PENSION PLAN**

The City of Dover contributes to the Base Plan which is a cost-sharing multiple-employer defined benefit pension plan administered by Public Employee Retirement System of Idaho (PERSI or System) that covers substantially all employees of the State of Idaho, its agencies and various participating political subdivisions. The cost to administer the plan is financed through the contributions and investment earnings of the plan. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at [www.persi.idaho.gov](http://www.persi.idaho.gov).

Responsibility for administration of the Base Plan is assigned to the Board comprised of five members appointed by the Governor and confirmed by the Idaho Senate. State law requires that two members of the Board be active Base Plan members with at least ten years of service and three members who are Idaho citizens not members of the Base Plan except by reason of having served on the Board.

**Pension Benefits**

The Base Plan provides retirement, disability, death and survivor benefits of eligible members or beneficiaries. Benefits are based on members' years of service, age, and highest average salary. Members become fully vested in their retirement benefits with five years of credited service (5 months for elected or appointed officials). Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. The annual service retirement allowance for each month of credited service is 2.0% (2.3% for police/firefighters) of the average monthly salary for the highest consecutive 42 months.

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 9 – PENSION PLAN- (CONTINUED)

Pension Benefits-(continued)

The benefit payments for the Base Plan are calculated using a benefit formula adopted by the Idaho Legislature. The Base Plan is required to provide a 1% minimum cost of living increase per year provided the Consumer Price Index increases 1% or more. The PERSI Board has the authority to provide higher cost of living increases to a maximum of the Consumer Price Index movement or 6%, whichever is less; however, any amount above the 1% minimum is subject to review by the Idaho Legislature.

Member and Employer Contributions

Member and employer contributions paid to the Base Plan are set by statute and are established as a percent of covered compensation. Contribution rates are determined by the PERSI Board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) that are adequate to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60% of the employer rate for general employees and 72% for police and firefighters. As of June 30, 2018 it was 6.79% for general employees and 8.36% for police and firefighters. The employer contribution rate as a percent of covered payroll is set by the Retirement Board and was 11.32% general employees and 11.66% for police and firefighters. The City's contributions were \$9,108 for the year ended September 30, 2018.

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

At September 30, 2018, the City reported a liability for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions in the Base Plan pension plan relative to the total contributions of all participating PERSI Base Plan employers. At June 30, 2018, the City's proportion was 0.0025643 percent.

For the year ended September 30, 2018, the City recognized pension expense/(income) of (\$6,171). At September 30, 2018, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	4,152	2,857
Changes in assumptions or other inputs	2,461	-
Net difference between projected and actual earnings on pension plan investments	-	4,202
Change in the City's proportion and differences between the City's contributions and the City's proportionate contributions	20,374	89,664
Amortized change in proportionate share	(8,316)	(38,209)
City's contributions subsequent to the measurement date	2,259	-
Total	<u>\$ 20,930</u>	<u>\$ 58,514</u>

\$2,259 reported as deferred outflows of resources related to pensions resulting from City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending September 30, 2018.

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 9 – PENSION PLAN- (CONTINUED)

Pension Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions-(continued)

The average of the expected remaining service lives of all employees that are provided with pensions through the System (active and inactive employees) determined at July 1, 2017 the beginning of the measurement period ended June 30, 2018 is 4.9 and 5.5 for the measurement period June 30, 2017.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenue) as follows:

Year ended September 30:	
2019	(10,539)
2020	(13,252)
2021	(13,795)
2022	(2,256)
2023	-

Actuarial Assumptions

Valuations are based on actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. The Base Plan amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period for the Base Plan permitted under Section 59-1322, Idaho Code, is 25 years.

The total pension liability in the July 1, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.00%
Salary increases**	3.75%
Salary inflation	3.75%
Investment rate of return*	7.05%
Cost-of-living adjustments	1.00%

\*net of pension plan investment expense

\*\*there is an additional component of assumed salary growth (on top of the 3.75%) that varies for each individual member based on years of service

Mortality rates were based on the RP - 2000 combined table for healthy males or females as appropriate with the following offsets:

- Set back 3 years for teachers
- No offset for male fire and police
- Forward one year for female fire and police
- Set back one year for all general employees and all beneficiaries

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 9 – PENSION PLAN- (CONTINUED)

Actuarial Assumptions-(continued)

An experience study was performed for the period July 1, 2007 through June 30, 2013 which reviewed all economic and demographic assumptions other than mortality. Mortality and all economic assumptions were studied in 2014 for the period from July 1, 2009 through June 30, 2013. The Total Pension Liability as of June 30, 2018 is based on the results of an actuarial valuation date July 1, 2018.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of System's assets.

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation. The capital market assumptions are as of January 1, 2018.

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 9 – PENSION PLAN- (CONTINUED)

Actuarial Assumptions-(continued)

Asset Class	Target Allocation	Long-Term Expected Nominal Rate of Return	Long-Term Expected Real Rate of Return
Core Fixed Income	30.00%	3.05%	0.80%
Broad US Equities	55.00%	8.30%	6.05%
Developed Foreign Equities	15.00%	8.45%	6.20%
Assumed Inflation - Mean		2.25%	2.25%
Assumed Inflation - Standard Deviation		1.50%	1.50%
Portfolio Arithmetic Mean Return		6.75%	1.50%
Portfolio Standard Deviation		12.54%	12.54%
Portfolio Long-Term (Geometric) Expected Rate of Return		6.13%	3.77%
Assumed Investment Expenses		0.40%	0.40%
Portfolio Long-Term (Geometric) Expected Rate of Return, Net of Investment Expenses		5.73%	3.37%
Portfolio Long-Term Expected Real Rate of Return, Net of Investment Expenses			4.19%
Portfolio Standard Deviation			14.16%
<u>Valuation Assumptions Chosen by PERSI Board</u>			
Long-Term Expected Real Rate of Return, Net of Investment Expenses			4.05%
Assumed Inflation			3.00%
Long-Term Expected Geometric Rate of Return, Net of Investment Expenses			<u><u>7.05%</u></u>

Discount Rate

The discount rate used to measure the total pension liability was 7.05%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plans' net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

*See accompanying independent auditors' report.*

**CITY OF DOVER**  
**Notes to Financial Statements**  
**September 30, 2018**

NOTE 9 – PENSION PLAN- (CONTINUED)

Sensitivity of the City’s proportionate share of the net pension liability to changes in the discount rate

The following presents the City’s proportionate share of the net pension liability calculated using the discount rate of 7.05 percent, as well as what the City’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.05 percent) or 1-percentage-point higher (8.05 percent) than the current rate:

	1% Decrease (6.05%)	Current Discount Rate (7.05%)	1% Increase (8.05%)
City's proportionate share of the net pension liability (asset)	\$ 94,682	\$ 37,824	\$ (9,257)

Pension plan fiduciary net position

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

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at [www.persi.idaho.gov](http://www.persi.idaho.gov).

Payables to the pension plan

At September 30, 2018, the City reported no payables to the pension plan.

NOTE 10 – JOINTLY GOVERNED ORGANIZATION

During fiscal year 2010/11 the City entered into a jointly governed organization with the City of Sandpoint, the City of Kootenai, and the City of Ponderay to fund the SPOT transportation system also known as Selkirk Pend Oreille Transit (SPOT). The purpose of this organization is to cooperatively provide transportation and mobility services. The City contributed \$2,500 during the fiscal year ending September 30, 2018.

*See accompanying independent auditors’ report.*

REQUIRED SUPPLEMENTARY INFORMATION

**CITY OF DOVER**  
**Schedule of City's Share of Net Pension Liability**  
**PERSI - Base Plan**  
**Last 10 - Fiscal Years \***

	9/30/2018	9/30/2017	9/30/2016	9/30/2015
City's portion of the net pension liability	0.0025643%	0.0030814%	0.0065776%	0.0053304%
City's proportionate share of the net pension liability	\$ 31,802	48,434	\$ 44,369	\$ 70,193
City's covered-employee payroll	\$ 81,536	89,276	\$ 183,715	\$ 170,463
City's proportional share of the net pension liability as a percentage of its covered-employee payroll	39.00%	54.25%	24.15%	41.18%
Plan fiduciary net position as a percentage of the total pension liability	91.69%	90.68%	87.26%	91.38%

\* GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City of Dover will present information for those to use for which information is available.

Data reported is measured as of June 30, 2018

**Schedule of City's Contributions**  
**PERSI - Base Plan**  
**Last 10 - Fiscal Years \***

	9/30/2018	9/30/2017	9/30/2016	9/30/2015
Statutorily required contribution	\$ 9,958	\$ 10,391	\$ 19,553	\$ 17,436
Contributions in relation to the statutorily required contribution	\$ (9,466)	\$ (10,981)	\$ (22,075)	\$ (17,123)
Contribution (deficiency) excess	\$ 492	\$ (590)	\$ (2,522)	\$ 312
City's covered-employee payroll	\$ 81,536	\$ 89,276	\$ 183,715	\$ 170,463
Contributions as a percentage of covered-employee payroll	11.61%	12.30%	12.02%	10.05%

\* GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City of Dover will present information for those to use for which information is available.

Data reported is measured as of September 30, 2018

*See independent auditors' report.*

**CITY OF DOVER**  
**Schedule of Revenue, Expenditures, and Changes in Fund Balances**  
**Budget and Actual - All Governmental Fund Types**  
**Year Ended September 30, 2018**

	General Fund			Street Fund		
	Original Budget	Final Budget	Actual	Original Budget	Final Budget	Actual
<b>Revenues:</b>						
Property Taxes	\$ 90,680	90,680	78,676	-	-	-
Other Governmental	87,557	87,557	111,792	77,000	77,000	106,841
Licenses and Permits	71,225	71,225	102,384	-	-	-
Interest	-	-	181	-	-	47
Other Income	222,634	222,634	15,316	269,770	269,770	10,101
Donations & Grants	-	-	-	-	-	-
Capital Funds	-	-	-	-	-	-
Total Revenues	472,096	472,096	308,349	346,770	346,770	116,989
<b>Expenditures:</b>						
General Government	372,096	372,096	338,406	92,770	92,770	-
Highways and Streets	-	-	-	-	-	33,431
Transportation Department	-	-	-	-	-	-
Capital Expenditures	100,000	100,000	104,741	254,000	254,000	159,935
Total Expenditures	472,096	472,096	443,147	346,770	346,770	193,366
Excess of Revenues Over Expenditures	-	-	(134,798)	-	-	(76,377)
<b>Other Financing Sources (Uses):</b>						
Transfers In/(Out)	-	-	-	-	-	-
Gain/(Loss) on Sale of Assets	-	-	-	-	-	-
Net Other Financing Sources (Uses)	-	-	-	-	-	-
Excess of Revenues and Other Sources Over Expenditures and Other Uses	-	-	(134,798)	-	-	(76,377)
Fund Balance - October 1,	556,953	556,953	556,953	236,975	236,975	236,975
Fund Balance - September 30,	\$ 556,953	556,953	422,155	236,975	236,975	160,598

See accompanying notes to budget and independent auditors' report.

**CITY OF DOVER**  
**Notes to Budget and Actual Schedule**  
**Year Ended September 30, 2018**

Budgets are adopted for the general, street, transportation, and proprietary funds. The annual budget is a plan of financial operation with an estimate of expenditures and means of financing them. A preliminary budget is prepared in July, budget hearings are held, and the final budget is adopted in September.

The budget is prepared on the basis of accounting described for its governmental funds in Note 1 to the financial statement. Tax levies are set by expenditure requirements, but are authorized and limited by State law. Transfers of budget authority within a fund are permitted. Appropriations lapse at September 30, except those expenditures made prior to October 30 for appropriations of the preceding fiscal year may be charged to that fiscal year. There was one budget amendment in the current fiscal year.

The amounts shown in the budget column of the schedule are the original and final budgeted amounts. State law requires only that a fund's total expenditures not exceed total budgeted expenditures. There were no violations of this requirement in the current fiscal year.

REPORT REQUIRED BY GAO



1810 E Schneidmiller Ave. Ste. 310  
Post Falls, Idaho 83854  
208-777-1099 (phone) 208-773-5108 (fax)

**INDEPENDENT AUDITORS' 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**

To the Mayor and City Council  
City of Dover, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Dover, Idaho as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City of Dover, Idaho's basic financial statements and have issued our report thereon dated June 10, 2019.

**Internal Control over Financial Reporting**

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

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Dover, Idaho'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*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Anderson Bros. CPA's, P.A.

Post Falls, Idaho

June 10, 2019