

STATE OF MINNESOTA

Office of the State Auditor



Rebecca Otto
State Auditor

GRANT COUNTY
ELBOW LAKE, MINNESOTA

YEAR ENDED DECEMBER 31, 2008

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.

Office of the State Auditor
525 Park Street, Suite 500
Saint Paul, Minnesota 55103
(651) 296-2551
state.auditor@state.mn.us
www.auditor.state.mn.us

This document can be made available in alternative formats upon request. Call 651-296-2551 [voice] or 1-800-627-3529 [relay service] for assistance; or visit the Office of the State Auditor's web site: www.auditor.state.mn.us.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Year Ended December 31, 2008



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

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

TABLE OF CONTENTS

	<u>Reference</u>	<u>Page</u>
Introductory Section		
Organization Schedule		1
Financial Section		
Independent Auditor's Report		2
Management's Discussion and Analysis		4
Basic Financial Statements		
Government-Wide Financial Statements		
Statement of Net Assets	Exhibit 1	11
Statement of Activities	Exhibit 2	13
Fund Financial Statements		
Governmental Funds		
Balance Sheet	Exhibit 3	15
Reconciliation of Governmental Funds Balance Sheet to the Government-Wide Statement of Net Assets--Governmental Activities	Exhibit 4	17
Statement of Revenues, Expenditures, and Changes in Fund Balance	Exhibit 5	18
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance of Governmental Funds to the Government-Wide Statement of Activities--Governmental Activities	Exhibit 6	19
Fiduciary Funds		
Statement of Fiduciary Net Assets	Exhibit 7	20
Notes to the Financial Statements		21
Required Supplementary Information		
Budgetary Comparison Schedules		
General Fund	Schedule 1	57
Road and Bridge Special Revenue Fund	Schedule 2	59
Human Services Special Revenue Fund	Schedule 3	60
Notes to the Required Supplementary Information		61

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

TABLE OF CONTENTS

	<u>Reference</u>	<u>Page</u>
Financial Section (Continued)		
Supplementary Information		
Combining and Individual Fund Financial Statements		
Nonmajor Governmental Funds		62
Combining Balance Sheet	Statement 1	63
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance	Statement 2	64
Budgetary Comparison Schedules		
Solid Waste Special Revenue Fund	Schedule 4	65
Transportation Special Revenue Fund	Schedule 5	66
Agency Funds		67
Combining Statement of Changes in Assets and Liabilities - All Agency Funds	Statement 3	68
Other Schedules		
Balance Sheet - By Ditch - Ditch Special Revenue Fund	Schedule 6	70
Schedule of Intergovernmental Revenue	Schedule 7	71
Management and Compliance Section		
Schedule of Findings and Questioned Costs	Schedule 8	72
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>		89
Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133		92
Schedule of Expenditures of Federal Awards	Schedule 9	95

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

**ORGANIZATION SCHEDULE
DECEMBER 31, 2008**

<u>Office</u>	<u>Name</u>	<u>Term Expires</u>
Commissioners		
1st District	Todd Schneeberger	January 2009
2nd District	Ronald Woltjer*	January 2011
3rd District	Jennes Swenson	January 2009
4th District	Tom Amundson	January 2011
5th District	Vernell Wagner	January 2009
Officers		
Elected		
Attorney	Lyndon Kratochwill	January 2011
Auditor	Chad Van Santen	January 2011
County Recorder	Tonia Steinberger	Interim
Sheriff	Dwight Walvatne	January 2011
Treasurer	Patricia Soberg	January 2011
Appointed		
Assessor	Susan Lohse	January 2009
Highway Engineer	Luke Hagen	May 2011
Veterans Service Officer	Jeff Gullickson	Indefinite
Coroner	Larry Rapp, D. O.	January 2011
Social Services Board		
Member	Todd Schneeberger	January 2009
Member	Tom Amundson	January 2011
Member	Jennes Swenson	January 2009
Vice Chair	Ronald Woltjer	January 2011
Member	Vernell Wagner	January 2009
Director (Board Chair)	Mary Dillard	Interim

*Chair

This page was left blank intentionally.

This page was left blank intentionally.



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA

OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

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, 2008, 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 financial statements were audited by other auditors whose report 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 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 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 other auditors provide a reasonable basis for our opinions.

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 governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Grant County as of December 31, 2008, 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.

The Management's Discussion and Analysis and the required supplementary information, as listed in the table of contents, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was made for the purpose of forming opinions on the financial statements that collectively comprise Grant County's basic financial statements. The supplementary information and other schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements of Grant County. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 27, 2010, 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, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* 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

January 27, 2010

MANAGEMENT'S DISCUSSION AND ANALYSIS

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2008
(Unaudited)**

INTRODUCTION

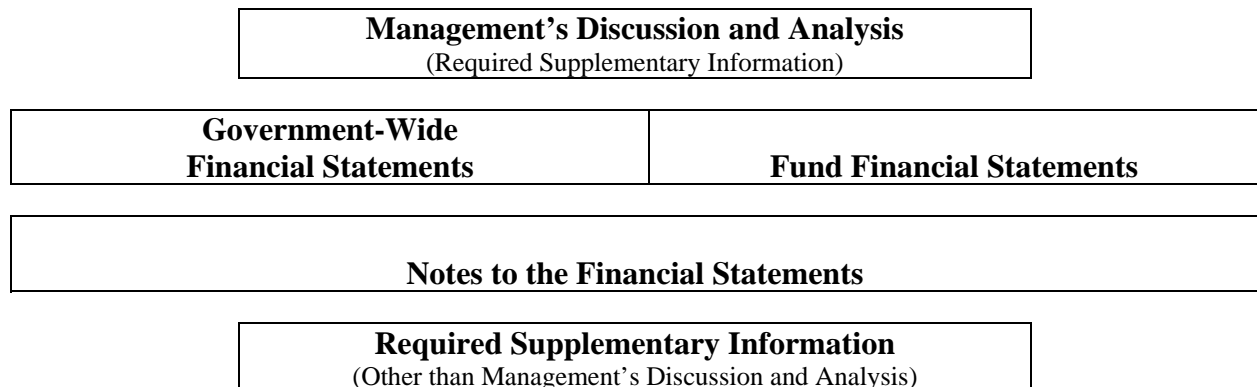
Grant County's Management's Discussion and Analysis (MD&A) provides an overview of the County's financial activities for the fiscal year ended December 31, 2008. We encourage readers to consider the information presented here in conjunction with Grant County's financial statements and the notes to the financial statements.

FINANCIAL HIGHLIGHTS

- Governmental activities' total net assets are \$26,181,118, of which Grant County has invested \$20,181,421 in capital assets, net of related debt; \$551,171 is restricted to specific purposes/uses by the County.
- The net cost of Grant County's governmental activities for the year ended December 31, 2008, was \$3,485,166; the net cost was funded by general revenues and other items totaling \$5,146,454.

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, economic development, and interest. 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.

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.
- **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.

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	
	2008	2007 (Restated)
Assets		
Current and other assets	\$ 6,973,901	\$ 7,087,922
Capital assets, net of accumulated depreciation	20,181,421	18,154,796
Total Assets	\$ 27,155,322	\$ 25,242,718

	Governmental Activities	
	2008	2007 (Restated)
Liabilities		
Current liabilities	\$ 614,405	\$ 417,085
Long-term liabilities	359,799	305,803
Total Liabilities	\$ 974,204	\$ 722,888
Net Assets		
Invested in capital assets	\$ 20,181,421	\$ 18,154,796
Restricted	551,171	454,657
Unrestricted	5,448,526	5,910,377
Total Net Assets	\$ 26,181,118	\$ 24,519,830

Grant County's total net assets for the year ended December 31, 2008, total \$26,181,118. The governmental activities' unrestricted net assets, totaling \$5,448,526, are available to finance the day-to-day operations of the governmental activities of Grant County.

Table 2
Changes in Net Assets

	Governmental Activities	
	2008	2007 (Restated)
Revenues		
Program revenues		
Fees, charges, fines, and other	\$ 1,247,447	\$ 1,367,792
Operating grants and contributions	5,250,750	5,227,353
Capital grants and contributions	259,984	756,881
General revenues		
Property taxes	4,238,104	3,919,954
Other taxes	49,689	191,905
Grants and contributions not restricted to specific programs	760,320	800,180
Unrestricted investment income	98,341	120,124
Total Revenues	\$ 11,904,635	\$ 12,384,189
Expenses		
General government	\$ 2,400,526	\$ 2,012,556
Public safety	1,135,169	993,202
Highways and streets	1,904,456	2,454,412
Sanitation	490,234	531,543
Human services	3,792,628	3,374,152
Health	110,949	105,409
Culture and recreation	96,799	93,783
Conservation of natural resources	277,586	298,646
Economic development	35,000	35,000
Interest	-	3,091
Total Expenses	\$ 10,243,347	\$ 9,901,794
Increase in Net Assets	\$ 1,661,288	\$ 2,482,395
Net Assets - January 1, Restated	24,519,830	22,037,435
Net Assets - December 31	\$ 26,181,118	\$ 24,519,830

Governmental Activities

Revenues for Grant County's governmental activities for the year ended December 31, 2008, were \$11,904,635. The County's cost for all governmental activities for the year ended December 31, 2008, was \$10,243,347. The net assets for the County's governmental activities increased by \$1,661,288 in 2008.

As shown in the Statement of Activities, the amount that Grant County taxpayers ultimately financed for these governmental activities through local property taxation was \$4,238,104, because \$6,758,181 of the costs were paid by grants and contributions received for those programs and by those who directly benefited from the programs, and \$760,320 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 \$148,030 in other revenues, such as investment income, mortgage registry tax, and state deed tax.

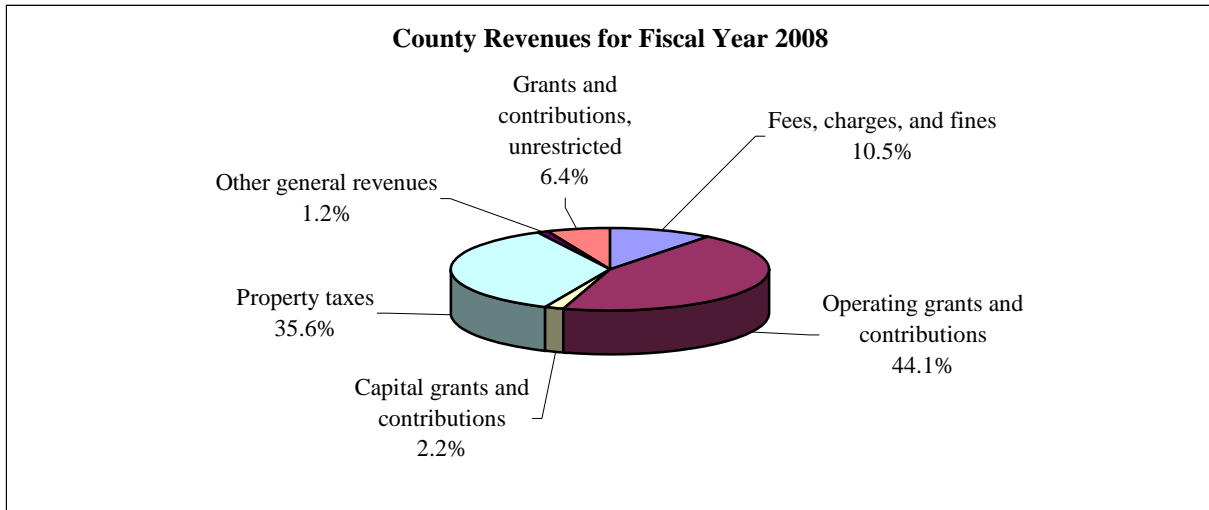


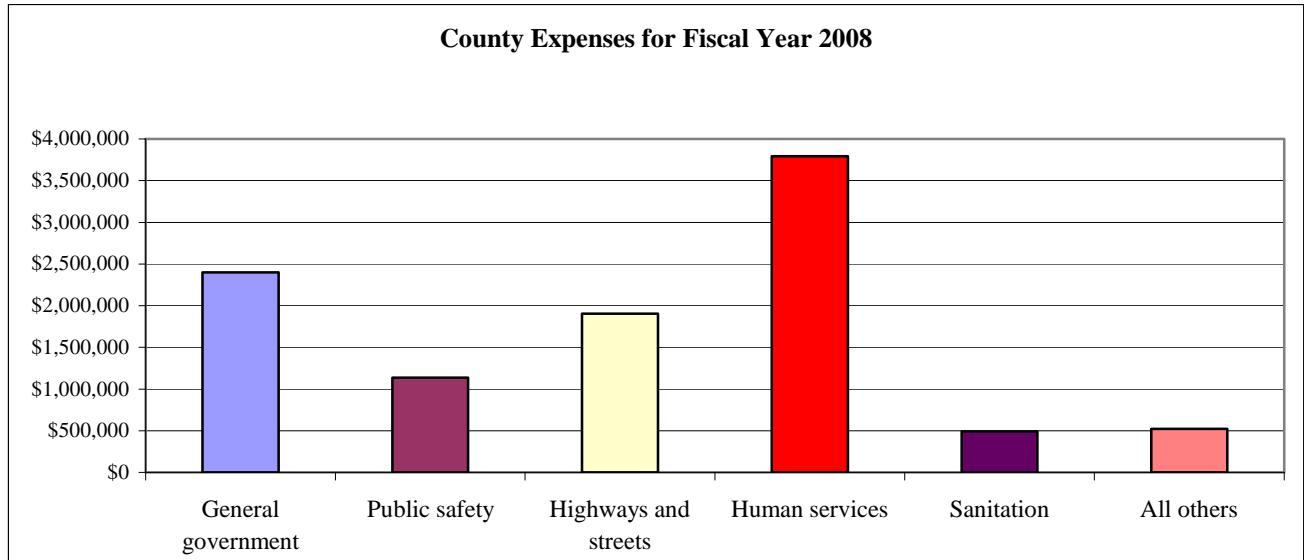
Table 3 presents the cost of each of Grant County's five largest program functions, as well as each function's net cost (total cost, less revenues generated by the activities). The net cost shows the financial burden placed on Grant County taxpayers by each of these functions.

Table 3
Governmental Activities

	Total Cost of Services	Net Cost of Services
Program expenses		
General government	\$ 2,400,526	\$ 1,835,129
Public safety	1,135,169	809,337
Highways and streets	1,904,456	(501,377)
Sanitation	490,234	(25,457)
Human services	3,792,628	1,042,567
All others	520,334	324,967
Total Program Expenses	<u>\$ 10,243,347</u>	<u>\$ 3,485,166</u>

(Unaudited)

Page 8



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 \$4,082,393.

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 2008, 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 \$451,203 more than expected revenues, and actual expenditures were \$396,302 more than budgeted expenditures.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At the end of 2008, Grant County had \$20,181,421 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)

	2008	2007 (Restated)
Land and rights-of-way	\$ 559,036	\$ 559,036
Construction in progress	2,466,843	816,630
Buildings	1,659,058	1,742,697
Office furniture and equipment	465,880	323,674
Machinery and automotive equipment	984,985	960,108
Infrastructure	14,045,619	13,752,651
Totals	<u>\$ 20,181,421</u>	<u>\$ 18,154,796</u>

Long-Term Debt

At December 31, 2008, 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 2009 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.

This page was left blank intentionally.

BASIC FINANCIAL STATEMENTS

This page was left blank intentionally.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

EXHIBIT 1

**STATEMENT OF NET ASSETS
DECEMBER 31, 2008**

	Primary Government Governmental Activities	Component Unit Housing and Redevelopment Authority of Grant County
<u>Assets</u>		
Cash and pooled investments	\$ 4,202,228	\$ 657,638
Petty cash and change funds	2,300	-
Departmental cash	83,654	-
Taxes receivable		
Prior - net	95,847	-
Special assessments receivable		
Prior - net	7,313	-
Accounts receivable - net	8,604	2,824
Accrued interest receivable	363	-
Due from other governments	2,333,184	-
Inventories	240,408	-
Prepaid items	-	10,681
Restricted assets		
Cash and pooled investments	-	19,500
Capital assets		
Non-depreciable	3,025,879	530,210
Depreciable - net of accumulated depreciation	17,155,542	1,776,835
Total Assets	\$ 27,155,322	\$ 2,997,688
<u>Liabilities</u>		
Accounts payable	\$ 240,301	\$ 34,236
Salaries payable	119,289	-
Contracts payable	94,001	-
Due to other governments	60,814	5,484
Accrued interest payable	-	4,406
Other accrued liabilities	-	13,492
Unearned revenue	100,000	-
Accounts payable from restricted assets	-	19,500
Long-term liabilities		
Due within one year	7,904	34,642
Due in more than one year	351,895	1,101,412
Total Liabilities	\$ 974,204	\$ 1,213,172

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

***EXHIBIT 1
(Continued)***

**STATEMENT OF NET ASSETS
DECEMBER 31, 2008**

	<u>Primary Government Governmental Activities</u>	<u>Component Unit Housing and Redevelopment Authority of Grant County</u>
<u>Net Assets</u>		
Invested in capital assets - net of related debt	\$ 20,181,421	\$ 1,282,045
Restricted for		
General government	179,266	-
Public safety	336,642	-
Highways and streets	35,263	-
Future projects	-	20,983
Unrestricted	<u>5,448,526</u>	<u>481,488</u>
Total Net Assets	<u>\$ 26,181,118</u>	<u>\$ 1,784,516</u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2008**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Fees, Charges, Fines, and Other</u>
Primary government		
Governmental activities		
General government	\$ 2,400,526	\$ 248,490
Public safety	1,135,169	135,009
Highways and streets	1,904,456	114,668
Sanitation	490,234	515,691
Human services	3,792,628	186,084
Health	110,949	-
Culture and recreation	96,799	-
Conservation of natural resources	277,586	47,505
Economic development	35,000	-
Total primary government	<u>\$ 10,243,347</u>	<u>\$ 1,247,447</u>
 Component unit		
Grant County Housing and Redevelopment Authority	<u>\$ 677,812</u>	<u>\$ 337,062</u>

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 1.E.5.)

Net Assets - Ending

EXHIBIT 2

Program Revenues		Net (Expense) Revenue and Changes in Net Assets	
Operating Grants and Contributions	Capital Grants and Contributions	Primary Government Governmental Activities	Component Unit Housing and Redevelopment Authority of Grant County
\$ 58,105	\$ 258,802	\$ (1,835,129)	
190,823	-	(809,337)	
2,289,983	1,182	501,377	
-	-	25,457	
2,563,977	-	(1,042,567)	
73,790	-	(37,159)	
19,072	-	(77,727)	
55,000	-	(175,081)	
-	-	(35,000)	
\$ 5,250,750	\$ 259,984	\$ (3,485,166)	
\$ 202,397	\$ 75,066		\$ (63,287)
		\$ 4,238,104	\$ 35,000
		-	11,350
		49,689	-
		760,320	-
		98,341	20,919
		-	11,764
		\$ 5,146,454	\$ 79,033
		\$ 1,661,288	\$ 15,746
		24,519,830	1,768,770
		\$ 26,181,118	\$ 1,784,516

This page was left blank intentionally.

FUND FINANCIAL STATEMENTS

This page was left blank intentionally.

GOVERNMENTAL FUNDS

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

EXHIBIT 3

**BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2008**

	<u>General</u>	<u>Road and Bridge</u>	<u>Human Services</u>	<u>Nonmajor Funds</u>	<u>Total</u>
<u>Assets</u>					
Cash and pooled investments	\$ 1,657,963	\$ 991,244	\$ 1,111,888	\$ 441,133	\$ 4,202,228
Petty cash and change funds	1,975	100	25	200	2,300
Departmental cash	68,127	-	-	15,527	83,654
Taxes receivable					
Prior	58,662	21,210	15,975	-	95,847
Special assessments					
Prior	-	-	-	7,313	7,313
Accounts receivable	4,761	-	-	3,843	8,604
Accrued interest receivable	363	-	-	-	363
Due from other funds	27,189	-	364	3,880	31,433
Due from other governments	39,680	2,196,880	75,911	20,713	2,333,184
Inventories	-	240,408	-	-	240,408
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Assets	<u><u>\$ 1,858,720</u></u>	<u><u>\$ 3,449,842</u></u>	<u><u>\$ 1,204,163</u></u>	<u><u>\$ 492,609</u></u>	<u><u>\$ 7,005,334</u></u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

**EXHIBIT 3
(Continued)**

**BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2008**

	<u>General</u>	<u>Road and Bridge</u>	<u>Human Services</u>	<u>Nonmajor Funds</u>	<u>Total</u>
<u>Liabilities and Fund Balances</u>					
Liabilities					
Accounts payable	\$ 61,985	\$ 59,616	\$ 86,807	\$ 31,893	\$ 240,301
Salaries payable	43,779	46,385	28,744	381	119,289
Contracts payable	5,408	88,593	-	-	94,001
Due to other funds	-	-	31,069	364	31,433
Due to other governments	26,543	2,148	31,984	139	60,814
Deferred revenue - unavailable	56,620	2,195,606	14,325	10,552	2,277,103
Deferred revenue - unearned	-	-	100,000	-	100,000
Total Liabilities	\$ 194,335	\$ 2,392,348	\$ 292,929	\$ 43,329	\$ 2,922,941
Fund Balances					
Reserved for					
Endowments	\$ 13,803	\$ -	\$ -	\$ -	\$ 13,803
Inventories	-	240,408	-	-	240,408
State-aid highway projects	-	35,263	-	-	35,263
Law library	21,974	-	-	-	21,974
Recorder's equipment	107,879	-	-	-	107,879
Enhanced 911	280,413	-	-	-	280,413
DARE	4,771	-	-	-	4,771
Sheriff's contingency	3,920	-	-	-	3,920
DUI forfeitures	39,504	-	-	-	39,504
Election equipment grant	49,413	-	-	-	49,413
Traffic division	12,805	-	-	-	12,805
Unreserved					
Designated for cash flows	800,000	330,387	500,000	-	1,630,387
Undesignated	329,903	451,436	411,234	-	1,192,573
Unreserved, reported in nonmajor Special revenue funds	-	-	-	449,280	449,280
Total Fund Balances	\$ 1,664,385	\$ 1,057,494	\$ 911,234	\$ 449,280	\$ 4,082,393
Total Liabilities and Fund Balances	\$ 1,858,720	\$ 3,449,842	\$ 1,204,163	\$ 492,609	\$ 7,005,334

**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, 2008**

Fund balances - total governmental funds (Exhibit 3)	\$ 4,082,393
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.	20,181,421
Revenue in the statement of activities that do not provide current financial resources are not reported in the governmental funds.	2,277,103
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds.	
Compensated absences	<u>(359,799)</u>
Net Assets of Governmental Activities (Exhibit 1)	<u>\$ 26,181,118</u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

EXHIBIT 5

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008**

	<u>General</u>	<u>Road and Bridge</u>	<u>Human Services</u>	<u>Nonmajor Funds</u>	<u>Total</u>
Revenues					
Taxes	\$ 2,679,828	\$ 909,502	\$ 640,772	\$ -	\$ 4,230,102
Special assessments	-	-	-	169,734	169,734
Licenses and permits	2,385	-	-	346	2,731
Intergovernmental	760,769	2,628,024	2,631,322	206,337	6,226,452
Charges for services	336,307	66,457	31,875	445,451	880,090
Gifts and contributions	2,942	-	-	-	2,942
Investment earnings	81,351	-	-	16,990	98,341
Miscellaneous	96,309	48,180	89,266	5,030	238,785
Total Revenues	\$ 3,959,891	\$ 3,652,163	\$ 3,393,235	\$ 843,888	\$ 11,849,177
Expenditures					
Current					
General government	\$ 2,309,719	\$ -	\$ -	\$ -	\$ 2,309,719
Public safety	1,122,430	-	-	-	1,122,430
Highways and streets	-	3,488,043	-	-	3,488,043
Sanitation	-	-	-	490,234	490,234
Human services	-	-	3,706,102	233,385	3,939,487
Health	110,949	-	-	-	110,949
Culture and recreation	96,799	-	-	-	96,799
Conservation of natural resources	230,093	-	-	47,493	277,586
Economic development	35,000	-	-	-	35,000
Intergovernmental					
Highways and streets	-	154,831	-	-	154,831
Total Expenditures	\$ 3,904,990	\$ 3,642,874	\$ 3,706,102	\$ 771,112	\$ 12,025,078
Net Change in Fund Balance	\$ 54,901	\$ 9,289	\$ (312,867)	\$ 72,776	\$ (175,901)
Fund Balance - January 1	1,609,484	1,030,502	1,224,101	376,504	4,240,591
Increase (decrease) in reserved for inventories	-	17,703	-	-	17,703
Fund Balance - December 31	\$ 1,664,385	\$ 1,057,494	\$ 911,234	\$ 449,280	\$ 4,082,393

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

Page 18

**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, 2008**

Net change in fund balances - total governmental funds (Exhibit 5)	\$	(175,901)
---	-----------	------------------

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	\$ 2,277,103	
Deferred revenue - January 1	<u>(2,430,246)</u>	(153,143)

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	\$ 2,838,736	
Current year depreciation	<u>(1,070,913)</u>	1,767,823

The effect of capital assets contributed by the Grant County Hospital is an increase in net assets.	258,802
---	---------

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	\$ (53,996)	
Change in inventories	<u>17,703</u>	<u>(36,293)</u>

Change in Net Assets of Governmental Activities (Exhibit 2)	\$	<u>1,661,288</u>
--	-----------	-------------------------

This page was left blank intentionally.

FIDUCIARY FUNDS

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

EXHIBIT 7

**STATEMENT OF FIDUCIARY NET ASSETS
FIDUCIARY FUNDS
DECEMBER 31, 2008**

	<u>Agency Funds</u>
<u>Assets</u>	
Cash and pooled investments	<u><u>\$ 158,390</u></u>
<u>Liabilities</u>	
Due to other governments	<u><u>\$ 158,390</u></u>

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

**NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2008**

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, 2008. 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, 2008.

<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**

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**

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**

1. Summary of Significant Accounting Policies

C. Measurement Focus and Basis of Accounting (Continued)

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, 2008, 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 2008 were \$98,341.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

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**

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 (FIFO) 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 equipment	3 - 20
Infrastructure	25 - 75

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

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**

1. Summary of Significant Accounting Policies

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

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.

E. Prior Period Adjustments

1. Restatement of Buildings Capital Assets

The January 1, 2008, balance for buildings, as reported in the County's capital assets, was restated due to the County adding the Grant County Hospital buildings to capital assets.

Balance - January 1, 2008, as previously reported	\$ 3,086,712
Prior period adjustment for addition of Hospital's assets to buildings	<u>633,413</u>
Balance - January 1, 2008, as restated	<u><u>\$ 3,720,125</u></u>

2. Restatement of Office Furniture and Equipment Capital Assets

The January 1, 2008, balance for office furniture and equipment, as reported in the County's capital assets, was restated due to the County's addition and deletion of the Grant County Hospital furniture and equipment capital assets.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

1. Summary of Significant Accounting Policies

E. Prior Period Adjustments

2. Restatement of Office Furniture and Equipment Capital Assets (Continued)

Balance - January 1, 2008, as previously reported	\$ 1,817,035
Prior period adjustment for addition of Hospital's assets to office furniture and equipment	873,097
Prior period adjustment related to the deletion of Hospital's capital assets from office furniture and equipment	<u>(1,434,655)</u>
Balance - January 1, 2008, as restated	<u>\$ 1,255,477</u>

3. Restatement of Machinery and Automotive Capital Assets

The January 1, 2008, balance for machinery and automotive, as reported in the County's capital assets, was restated due to the County's removal of prior year capital assets.

Balance - January 1, 2008, as previously reported	\$ 3,052,183
Prior period adjustment related to the removal of capital assets included in prior year	<u>(176,734)</u>
Balance - January 1, 2008, as restated	<u>\$ 2,875,449</u>

4. Restatement of Accumulated Depreciation Related to Capital Assets

The January 1, 2008, balance for accumulated depreciation, as reported in the County's capital assets, was restated for additions and deletions of Grant County Hospital capital assets and revisions to accumulated depreciation of infrastructure that were made to follow the County's capitalization policy.

Balance - January 1, 2008, as previously reported	\$ 15,596,291
Prior period adjustment for accumulated depreciation related to the addition of Hospital buildings	160,605
Prior period adjustment for accumulated depreciation related to the addition and deletion of Hospital office furniture and equipment	(684,372)
Prior period adjustment for accumulated depreciation related to the removal of machinery and automotive capital assets included in prior year	(283,572)
Prior period adjustment to correct accumulated depreciation related to infrastructure	<u>(1,183,546)</u>
Balance - January 1, 2008, as restated	<u>\$ 13,605,406</u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

1. Summary of Significant Accounting Policies

E. Prior Period Adjustments (Continued)

5. Restatement of Net Assets Balance in the Statement of Activities

The adjustments made to the January 1, 2008, balances for buildings, office furniture and equipment, machinery and automotive, and accumulated depreciation resulted in corresponding adjustments to the January 1, 2008, net assets balance of the governmental activities in the Statement of Activities, as follows:

Net assets of governmental activities - January 1, 2008, as previously reported	\$ 22,633,824
Prior period adjustment for restatement of buildings	633,413
Net prior period adjustment for restatement of office furniture and equipment	(561,558)
Prior period adjustment for restatement of machinery and automotive	(176,734)
Net prior period adjustment for restatement of accumulated depreciation	<u>1,990,885</u>
Net Assets of Governmental Activities - January 1, 2008, as restated	<u>\$ 24,519,830</u>

2. Stewardship, Compliance, and Accountability

Excess of Expenditures Over Appropriations

The following funds had expenditures in excess of budget for the year ended December 31, 2008:

	<u>Expenditures</u>	<u>Final Budget</u>	<u>Excess</u>
General Fund	\$ 3,904,990	\$ 3,508,688	\$ 396,302
Human Services Special Revenue Fund	3,706,102	3,382,926	323,176
Transportation Special Revenue Fund	233,385	204,437	28,948

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

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	\$ 4,202,228
Petty cash and change funds	2,300
Departmental cash	83,654
Statement of fiduciary net assets	
Cash and pooled investments	<u>158,390</u>
Total Cash and Investments	<u>\$ 4,446,572</u>

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.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better; 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.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

a. Deposits (Continued)

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, 2008, 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;
- (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

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

b. Investments (Continued)

- (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, 2008, were rated.

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 held less than five percent of its total portfolio in each single issuer.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments (Continued)

The following table presents the County's deposit and investment balances at December 31, 2008, and information relating to interest rate risk:

<u>Investment Type</u>	<u>Interest Rate Risk Maturity Date</u>	<u>Carrying (Fair) Value</u>
Negotiable certificates of deposit		
Bank of Oklahoma	01/30/2009	\$ 92,465
National City Bank of Oklahoma	02/13/2009	93,457
Washington Mutual Bank of Nevada	03/20/2009	92,622
Washington Mutual Bank FSB Utah	03/20/2009	92,622
GMAC Bank of Midvalley Utah	06/12/2009	190,772
Comerica Bank Texas	07/29/2009	145,541
Colonial Bank Alabama	10/23/2009	146,093
Doral Bank	02/27/2009	53,410
Total negotiable certificates of deposit		\$ 906,982
Investment pools		
MAGIC Fund		882,835
Mutual funds		
Wells Fargo Advance Government		
Money Market - Service		232,616
Total investments		\$ 2,022,433
Deposits		2,038,160
Money market accounts with broker		25
Certificates of deposit		300,000
Petty cash		2,300
Departmental cash		83,654
Total Cash and Investments		<u>\$ 4,446,572</u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

A. Assets (Continued)

2. Receivables

Receivables as of December 31, 2008, for the County's governmental activities, including the applicable allowances for uncollectible accounts, are as follows:

	Total Receivables	Amounts Not Scheduled for Collection During the Subsequent Year
Governmental Activities		
Taxes	\$ 95,847	\$ -
Special assessments	7,313	-
Accounts	8,604	-
Accrued interest	363	-
Due from other governments	2,333,184	-
Total Governmental Activities	<u>\$ 2,445,311</u>	<u>\$ -</u>

3. Capital Assets

Capital asset activity for the year ended December 31, 2008, was as follows:

	Beginning Balance, as Restated	Increase	Decrease	Ending Balance
Capital assets not depreciated				
Land	\$ 217,383	\$ -	\$ -	\$ 217,383
Right-of-way	341,653	-	-	341,653
Construction in progress	816,630	1,650,460	247	2,466,843
Total capital assets not depreciated	<u>\$ 1,375,666</u>	<u>\$ 1,650,460</u>	<u>\$ 247</u>	<u>\$ 3,025,879</u>
Capital assets depreciated				
Buildings	\$ 3,720,125	\$ 6,131	\$ -	\$ 3,726,256
Office furniture and equipment	1,255,477	252,671	-	1,508,148
Machinery and automotive	2,875,449	253,544	-	3,128,993
Infrastructure	22,533,485	934,979	-	23,468,464
Total capital assets depreciated	<u>\$ 30,384,536</u>	<u>\$ 1,447,325</u>	<u>\$ -</u>	<u>\$ 31,831,861</u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

A. Assets

3. Capital Assets (Continued)

	Beginning Balance as Restated	Increase	Decrease	Ending Balance
Less: accumulated depreciation for				
Buildings	\$ 1,977,428	\$ 89,770	\$ -	\$ 2,067,198
Office furniture and equipment	931,803	110,465	-	1,042,268
Machinery and automotive	1,915,341	228,667	-	2,144,008
Infrastructure	8,780,834	642,011	-	9,422,845
Total accumulated depreciation	\$ 13,605,406	\$ 1,070,913	\$ -	\$ 14,676,319
Total capital assets depreciated, net	\$ 16,779,130	\$ 376,412	\$ -	\$ 17,155,542
Governmental Activities Capital Assets, Net	<u>\$ 18,154,796</u>	<u>\$ 2,026,872</u>	<u>\$ 247</u>	<u>\$ 20,181,421</u>

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

Governmental Activities	
General government	\$ 188,894
Public safety	20,239
Highways and streets, including depreciation of infrastructure	844,574
Human services	<u>17,206</u>
Total Depreciation Expense	<u>\$ 1,070,913</u>

B. Interfund Receivables, Payables, and Transfers

The composition of interfund balances as of December 31, 2008, is as follows:

Due To/From Other Funds

Receivable Fund	Payable Fund	Amount	Description
General Fund	Human Services Special Revenue Fund	\$ 27,189	Charges for services rendered
Human Services Special Revenue Fund	Transportation Special Revenue Fund	364	Transportation services
Transportation Special Revenue Fund	Human Services Special Revenue Fund	<u>3,880</u>	Transportation services
Total Due To/From Other Funds		<u>\$ 31,433</u>	

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds (Continued)

C. Liabilities

1. Payables

Payables at December 31, 2008, were as follows:

	Governmental Activities
Accounts	\$ 240,301
Salaries	119,289
Contracts	94,001
Due to other governments	60,814
Total Payables	<u>\$ 514,405</u>

2. Deferred Revenue

Deferred revenue consists of taxes and special assessments receivable, state grants not collected soon enough after year-end to pay liabilities of the current period, money from grants and state-aid highway allotments received but not yet earned, and other items. Deferred revenue at December 31, 2008, is summarized by fund:

	Taxes and Special Assessments	Grants	State-Aid Highway Allotments	Other	Total
Major governmental funds					
General	\$ 52,427	\$ 4,193	\$ -	\$ -	\$ 56,620
Road and Bridge Special Revenue	18,901	-	2,176,674	31	2,195,606
Human Services Special Revenue	14,325	100,000	-	-	114,325
Nonmajor governmental funds					
Ditch Special Revenue	105	-	-	-	105
Solid Waste Special Revenue	6,028	-	-	3,843	9,871
Transportation Special Revenue	-	576	-	-	576
Total	<u>\$ 91,786</u>	<u>\$ 104,769</u>	<u>\$ 2,176,674</u>	<u>\$ 3,874</u>	<u>\$ 2,377,103</u>
Deferred revenue					
Unavailable	\$ 91,786	\$ 4,769	\$ 2,176,674	\$ 3,874	\$ 2,277,103
Unearned	-	100,000	-	-	100,000
Total	<u>\$ 91,786</u>	<u>\$ 104,769</u>	<u>\$ 2,176,674</u>	<u>\$ 3,874</u>	<u>\$ 2,377,103</u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

3. Detailed Notes on All Funds

C. Liabilities (Continued)

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 \$458,098 at December 31, 2008, is available to employees in the event of illness-related absences, but is not paid to them upon termination.

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, 2008, were \$34,311. During 2008, four employees qualified for retired employee health insurance coverage.

5. Changes in Long-Term Liabilities

Long-term liability activity for the year ended December 31, 2008, 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	<u>\$ 305,803</u>	<u>\$ 81,545</u>	<u>\$ 27,549</u>	<u>\$ 359,799</u>	<u>\$ 7,904</u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

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 Public 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.

Public 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. All police officers, firefighters, and peace officers who qualify for membership by statute are covered by the Public Employees Police and Fire Fund.

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 and vest after three years of credited service. The defined retirement benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service.

Two methods are used to compute benefits for 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 of service 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 Public 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 Public Employees Retirement Fund members. A reduced retirement annuity is also available to eligible members seeking early retirement.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

4. Employee Retirement Systems and Pension Plans

A. Plan Description (Continued)

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.

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the Public Employees Retirement Fund and the Public Employees Police and Fire Fund. That report may be obtained on the internet at 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. The County makes annual contributions to the pension plans equal to the amount required by state statutes. Public 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 were required to contribute 8.6 percent of their annual covered salary in 2008. That rate increased to 9.4 percent in 2009.

The County is required to contribute the following percentages of annual covered payroll in 2008 and 2009:

	<u>2008</u>	<u>2009</u>
Public Employees Retirement Fund		
Basic Plan members	11.78%	11.78%
Coordinated Plan members	6.50	6.75
Public Employees Police and Fire Fund	12.90	14.10

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

4. Employee Retirement Systems and Pension Plans

B. Funding Policy (Continued)

The County's contributions for the years ending December 31, 2008, 2007, and 2006, for the Public Employees Retirement Fund and the Public Employees Police and Fire Fund were:

	Public Employees Retirement Fund	Public Employees Police and Fire Fund
2008	\$ 188,375	\$ 43,852
2007	174,377	38,548
2006	152,174	38,472

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

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 Insurance Trust (MCIT). The County is a member of both the MCIT Workers' Compensation and Property and Casualty Divisions. 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 \$410,000 per claim in 2008 and \$430,000 in 2009. Should the MCIT Workers' Compensation Division liabilities exceed assets, MCIT may assess the County in a method and amount to be determined by MCIT.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

5. Summary of Significant Contingencies and Other Items

A. Risk Management (Continued)

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.

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.

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, 1982, by a joint powers agreement among Becker, Clay, Douglas, Grant, Otter Tail, Pope, Stevens, Traverse, and Wilkin Counties. The agreement was established to administer all aspects of the Older Americans Act by providing programs to meet the needs of the elderly in the nine-county area. Each county may be assessed a proportional share of 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.

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.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

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

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. Stevens-Traverse Public Health receives and administers the grant money.

Complete financial information can be obtained from the Stevens County Auditor's Office at the courthouse or from:

Mid-State Community Health Services
621 Pacific Avenue
Morris, Minnesota 56267-1321

Minnesota River Board

The Minnesota River Board was established July 12, 1995, by an agreement between Grant County and 30 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 in this agreement. During 2008, Grant County did not contribute to the Board.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

5. Summary of Significant Contingencies and Other Items

C. Joint Ventures

Minnesota River Board (Continued)

Complete financial information can be obtained from:

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

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. The Board of Directors 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.

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. Financing and equipment will be provided by the full-time and associate member agencies. Grant County provided \$3,500 to this organization in 2008.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

5. Summary of Significant Contingencies and Other Items

C. Joint Ventures (Continued)

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.

Control of the Pomme de Terre River Association is vested in a Joint Powers Board, comprised of one representative of each of the county board of commissioners and one representative from each soil and water conservation district board of supervisors included within the agreement. During 2008, Grant County did not contribute any funds to the Association

Stevens Soil and Water Conservation District acts as the fiscal agent for the Pomme de Terre River Association, and the financial information is included in its financial statements.

Complete financial information can be obtained from:

Stevens Soil and Water Conservation District
12 Highway 28 East, Suite 2
Morris, Minnesota 56267

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

5. Summary of Significant Contingencies and Other Items

C. Joint Ventures (Continued)

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. 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 Prime West Central County-Based Purchasing Initiative is vested in a Joint Powers Board, comprising of one Commissioner from each member county. Each member of the 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 property purchased or 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 shares.

Financing is provided by medical assistance and general assistance medical care payments from the Minnesota Department of Human Services, initial start-up loans from the member counties, and by proportional contributions from member counties if necessary to cover operational costs. In 1999, Grant County provided \$30,000 in the form of an initial start-up loan to the Prime West Central County-Based Purchasing Initiative. During June 2006, this \$30,000 start-up loan was paid back to the County by the Initiative.

Douglas County acts as fiscal agent for the Prime West Central County-Based Purchasing Initiative and reports the cash transactions as an investment trust fund on its financial statements.

Complete financial information can be obtained from:

Prime West Central County-Based Purchasing Initiative
Douglas County Courthouse
305 - 8th Avenue West
Alexandria, Minnesota 56308

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

5. Summary of Significant Contingencies and Other Items

C. Joint Ventures (Continued)

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. McLeod County is the fiscal agent. 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.

Complete financial information can be obtained from:

McLeod County Auditor's Office
2385 Hennepin Avenue North
Glencoe, Minnesota 55336

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 the Board 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.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

5. Summary of Significant Contingencies and Other Items

D. Jointly-Governed Organizations (Continued)

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 shall exercise revenue authority and approve the annual budget.

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.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

5. Summary of Significant Contingencies and Other Items

D. Jointly-Governed Organizations

Grant County Child and Youth Council Collaborative (Continued)

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 2008, Grant County contributed \$7,500 to the Collaborative.

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, 2008.

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**

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**

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, 2008.

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	\$ 197,567
Certificates of deposit	<u>460,071</u>
Total cash and pooled investments	\$ 657,638
Restricted cash	
Tenant security deposits	<u>19,500</u>
Total Cash and Investments	<u>\$ 677,138</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**

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, 2008, the HRA’s deposits had a carrying amount of \$677,138 and a bank balance of \$685,213. Of the bank balance, \$479,052 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, 2008, 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, 2008, 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, 2008, follows:

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets not depreciated				
Land	\$ 530,210	\$ -	\$ -	\$ 530,210
Capital assets depreciated				
Building	\$ 4,030,912	\$ 5,720	\$ -	\$ 4,036,632
Equipment, furniture, and fixtures	149,359	-	-	149,359
Total capital assets depreciated	\$ 4,180,271	\$ 5,720	\$ -	\$ 4,185,991
Less: accumulated depreciation	2,279,740	129,416	-	2,409,156
Total capital assets depreciated, net	\$ 1,900,531	\$ (123,696)	\$ -	\$ 1,776,835
Total	\$ 2,430,741	\$ (123,696)	\$ -	\$ 2,307,045

4. Long-Term Debt

Long-term liability activity for the year ended December 31, 2008, was as follows:

Type of Indebtedness	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Market Rate Rental					
1998 Housing Development					
Bonds	\$ 1,050,000	\$ -	\$ 25,000	\$ 1,025,000	\$ 30,000
2002 GMHF Loan	101,500	-	-	101,500	-
Compensated absences	9,278	276	-	9,554	4,642
Total Long-Term Debt	\$ 1,160,778	\$ 276	\$ 25,000	\$ 1,136,054	\$ 34,642

**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, 2008, consisted of the following issues:

	Original Issue Amount	Final Maturity	Interest Rate (%)	Outstanding Balance December 31, 2008
Market Rate Rental				
1998 Housing Development Bonds	\$ 1,225,000	2029	4.00 - 5.25	\$ 1,025,000
2002 GMHF Loan	101,500	2027	-	101,500
Total Long-Term Debt	<u>\$ 1,326,500</u>			<u>\$ 1,126,500</u>

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

The annual minimum payment requirements for bonds outstanding as of December 31, 2008, are as follows:

Year Ending December 31	Principal	Interest	Total
2009	\$ 30,000	\$ 52,873	\$ 82,873
2010	30,000	51,433	81,433
2011	30,000	49,993	79,993
2012	30,000	48,553	78,553
2013	35,000	47,053	82,053
2014 - 2018	200,000	207,133	407,133
2019 - 2023	255,000	133,884	388,884
2024 - 2028	335,000	75,600	410,600
2029	80,000	4,200	84,200
Totals	<u>\$ 1,025,000</u>	<u>\$ 670,722</u>	<u>\$ 1,695,722</u>

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

6. Component Unit Disclosures (Continued)

C. Defined Benefit 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, 2008, was \$106,978; the HRA's total payroll was \$119,018.

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 and, in some cases, employee contributions. 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**

6. Component Unit Disclosures

C. Defined Benefit 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, 2008, 2007, and 2006, were \$14,634, \$14,044, and \$13,866, 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. Settled claims to date have not exceeded coverage levels and insurance coverage by major categories of risk in any of the past three fiscal years.

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.

REQUIRED SUPPLEMENTARY INFORMATION

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 1

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Revenues				
Taxes	\$ 2,572,291	\$ 2,572,291	\$ 2,679,828	\$ 107,537
Licenses and permits	75	75	2,385	2,310
Intergovernmental	585,520	585,520	760,769	175,249
Charges for services	216,125	216,125	336,307	120,182
Gifts and contributions	-	-	2,942	2,942
Investment earnings	40,000	40,000	81,351	41,351
Miscellaneous	94,677	94,677	96,309	1,632
Total Revenues	\$ 3,508,688	\$ 3,508,688	\$ 3,959,891	\$ 451,203
Expenditures				
Current				
General government				
Commissioners	\$ 217,953	\$ 217,953	\$ 202,135	\$ 15,818
County coordinator	112,525	112,525	107,936	4,589
County auditor	294,056	294,056	217,631	76,425
License bureau	105,497	105,497	101,442	4,055
County treasurer	135,182	135,182	110,174	25,008
County assessor	205,090	205,090	192,779	12,311
Elections	10,000	10,000	33,894	(23,894)
Accounting and auditing	50,000	50,000	54,256	(4,256)
Data processing	-	-	164,766	(164,766)
Attorney	193,025	193,025	183,928	9,097
Law library	-	-	9,420	(9,420)
Recorder	206,466	206,466	218,401	(11,935)
Land management	150,748	150,748	132,119	18,629
Buildings and plant	229,968	229,968	309,140	(79,172)
Veterans service officer	14,427	14,427	22,696	(8,269)
Other general government	90,908	90,908	249,002	(158,094)
Total general government	\$ 2,015,845	\$ 2,015,845	\$ 2,309,719	\$ (293,874)
Public safety				
Sheriff	\$ 911,870	\$ 911,870	\$ 940,171	\$ (28,301)
Boat and water safety	-	-	7,100	(7,100)
Emergency management	14,296	14,296	44,818	(30,522)
E-911 system	-	-	12,065	(12,065)
Coroner	6,000	6,000	7,183	(1,183)
Community corrections	108,500	108,500	111,093	(2,593)
Total public safety	\$ 1,040,666	\$ 1,040,666	\$ 1,122,430	\$ (81,764)

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

**Schedule 1
(Continued)**

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Expenditures				
Current (Continued)				
Health				
Nursing service	\$ 112,850	\$ 112,850	\$ 110,949	\$ 1,901
Culture and recreation				
Historical society	\$ 18,000	\$ 18,000	\$ 18,000	\$ -
County fair	18,540	18,540	18,540	-
County/regional library	60,259	60,259	60,259	-
Total culture and recreation	\$ 96,799	\$ 96,799	\$ 96,799	\$ -
Conservation of natural resources				
County extension	\$ 132,477	\$ 132,477	\$ 124,444	\$ 8,033
Soil and water conservation	73,155	73,155	73,153	2
Water planning	1,896	1,896	32,496	(30,600)
Total conservation of natural resources	\$ 207,528	\$ 207,528	\$ 230,093	\$ (22,565)
Economic development				
Economic development	\$ 35,000	\$ 35,000	\$ 35,000	\$ -
Total Expenditures	\$ 3,508,688	\$ 3,508,688	\$ 3,904,990	\$ (396,302)
Net Change in Fund Balance	\$ -	\$ -	\$ 54,901	\$ 54,901
Fund Balance - January 1	1,609,484	1,609,484	1,609,484	-
Fund Balance - December 31	\$ 1,609,484	\$ 1,609,484	\$ 1,664,385	\$ 54,901

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 2

**BUDGETARY COMPARISON SCHEDULE
ROAD AND BRIDGE SPECIAL REVENUE FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Revenues				
Taxes	\$ 932,306	\$ 932,306	\$ 909,502	\$ (22,804)
Intergovernmental	2,291,694	2,300,694	2,628,024	327,330
Charges for services	60,000	60,000	66,457	6,457
Miscellaneous	7,000	7,000	48,180	41,180
Total Revenues	\$ 3,291,000	\$ 3,300,000	\$ 3,652,163	\$ 352,163
Expenditures				
Current				
Highways and streets				
Administration	\$ 282,181	\$ 281,921	\$ 246,154	\$ 35,767
Maintenance	956,592	955,727	876,561	79,166
Construction	1,616,516	1,878,433	1,664,848	213,585
Equipment maintenance and shop	783,665	732,169	695,285	36,884
Materials and services for resale	-	-	5,195	(5,195)
Total highways and streets	\$ 3,638,954	\$ 3,848,250	\$ 3,488,043	\$ 360,207
Intergovernmental				
Highways and streets	-	-	154,831	(154,831)
Total Expenditures	\$ 3,638,954	\$ 3,848,250	\$ 3,642,874	\$ 205,376
Net Change in Fund Balance	\$ (347,954)	\$ (548,250)	\$ 9,289	\$ 557,539
Fund Balance - January 1	1,030,502	1,030,502	1,030,502	-
Increase (decrease) in reserved for inventories	-	-	17,703	17,703
Fund Balance - December 31	\$ 682,548	\$ 482,252	\$ 1,057,494	\$ 575,242

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 3

**BUDGETARY COMPARISON SCHEDULE
HUMAN SERVICES SPECIAL REVENUE FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Revenues				
Taxes	\$ 703,419	\$ 703,419	\$ 640,772	\$ (62,647)
Intergovernmental	1,907,871	1,907,871	2,631,322	723,451
Charges for services	-	-	31,875	31,875
Miscellaneous	771,636	771,636	89,266	(682,370)
Total Revenues	\$ 3,382,926	\$ 3,382,926	\$ 3,393,235	\$ 10,309
Expenditures				
Current				
Human services				
Income maintenance	\$ 541,477	\$ 541,477	\$ 674,247	\$ (132,770)
Social services	2,841,449	2,841,449	3,031,855	(190,406)
Total Expenditures	\$ 3,382,926	\$ 3,382,926	\$ 3,706,102	\$ (323,176)
Net Change in Fund Balance	\$ -	\$ -	\$ (312,867)	\$ (312,867)
Fund Balance - January 1	1,224,101	1,224,101	1,224,101	-
Fund Balance - December 31	\$ 1,224,101	\$ 1,224,101	\$ 911,234	\$ (312,867)

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

**NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2008**

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 funds had expenditures in excess of budget for the year ended December 31, 2008:

	<u>Expenditures</u>	<u>Final Budget</u>	<u>Excess</u>
General Fund	\$ 3,904,990	\$ 3,508,688	\$ 396,302
Human Services Special Revenue Fund	3,706,102	3,382,926	323,176

This page was left blank intentionally.

SUPPLEMENTARY INFORMATION

This page was left blank intentionally.

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS

This page was left blank intentionally.

**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.

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Statement 1

**COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
DECEMBER 31, 2008**

	Special Revenue Funds			
	Ditch	Solid Waste	Transportation	Total
<u>Assets</u>				
Cash and pooled investments	\$ 191,239	\$ 203,391	\$ 46,503	\$ 441,133
Petty cash and change funds	-	200	-	200
Departmental cash	15,527	-	-	15,527
Special assessments receivable				
Prior	105	7,208	-	7,313
Accounts receivable	-	3,843	-	3,843
Due from other funds	-	-	3,880	3,880
Due from other governments	-	20,137	576	20,713
Total Assets	\$ 206,871	\$ 234,779	\$ 50,959	\$ 492,609
<u>Liabilities and Fund Balances</u>				
Liabilities				
Accounts payable	\$ -	\$ 21,598	\$ 10,295	\$ 31,893
Salaries payable	-	381	-	381
Due to other funds	-	-	364	364
Due to other governments	-	139	-	139
Deferred revenue - unavailable	105	9,871	576	10,552
Total Liabilities	\$ 105	\$ 31,989	\$ 11,235	\$ 43,329
Fund Balances				
Unreserved				
Undesignated	206,766	202,790	39,724	449,280
Total Liabilities and Fund Balances	\$ 206,871	\$ 234,779	\$ 50,959	\$ 492,609

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Statement 2

**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008**

	Special Revenue Funds			
	Ditch	Solid Waste	Transportation	Total
Revenues				
Special assessments	\$ 46,099	\$ 123,635	\$ -	\$ 169,734
Licenses and permits	-	346	-	346
Intergovernmental	-	55,000	151,337	206,337
Charges for services	-	385,536	59,915	445,451
Investment earnings	16,990	-	-	16,990
Miscellaneous	-	2	5,028	5,030
Total Revenues	\$ 63,089	\$ 564,519	\$ 216,280	\$ 843,888
Expenditures				
Current				
Sanitation	\$ -	\$ 490,234	\$ -	\$ 490,234
Human services	-	-	233,385	233,385
Conservation of natural resources	47,493	-	-	47,493
Total Expenditures	\$ 47,493	\$ 490,234	\$ 233,385	\$ 771,112
Net Change in Fund Balance	\$ 15,596	\$ 74,285	\$ (17,105)	\$ 72,776
Fund Balance - January 1	191,170	128,505	56,829	376,504
Fund Balance - December 31	\$ 206,766	\$ 202,790	\$ 39,724	\$ 449,280

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 4

**BUDGETARY COMPARISON SCHEDULE
SOLID WASTE SPECIAL REVENUE FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Revenues				
Special assessments	\$ 118,040	\$ 118,040	\$ 123,635	\$ 5,595
Licenses and permits	200	200	346	146
Intergovernmental	52,039	52,039	55,000	2,961
Charges for services	377,319	377,319	385,536	8,217
Miscellaneous	-	-	2	2
Total Revenues	\$ 547,598	\$ 547,598	\$ 564,519	\$ 16,921
Expenditures				
Current				
Sanitation				
Solid waste	\$ 314,216	\$ 314,216	\$ 302,463	\$ 11,753
Recycling	199,127	199,127	173,516	25,611
Hazardous waste	12,000	12,000	14,255	(2,255)
Total Expenditures	\$ 525,343	\$ 525,343	\$ 490,234	\$ 35,109
Net Change in Fund Balance	\$ 22,255	\$ 22,255	\$ 74,285	\$ 52,030
Fund Balance - January 1	128,505	128,505	128,505	-
Fund Balance - December 31	\$ 150,760	\$ 150,760	\$ 202,790	\$ 52,030

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 5

**BUDGETARY COMPARISON SCHEDULE
TRANSPORTATION SPECIAL REVENUE FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Revenues				
Intergovernmental	\$ 95,455	\$ 95,455	\$ 151,337	\$ 55,882
Charges for services	92,055	92,055	59,915	(32,140)
Miscellaneous	-	-	5,028	5,028
Total Revenues	\$ 187,510	\$ 187,510	\$ 216,280	\$ 28,770
Expenditures				
Current				
Human services				
Transportation	204,437	204,437	233,385	(28,948)
Net Change in Fund Balance	\$ (16,927)	\$ (16,927)	\$ (17,105)	\$ (178)
Fund Balance - January 1	56,829	56,829	56,829	-
Fund Balance - December 31	\$ 39,902	\$ 39,902	\$ 39,724	\$ (178)

**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.

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Statement 3

**COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
ALL AGENCY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008**

	<u>Balance January 1</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance December 31</u>
<u>SCHOOL FUND</u>				
<u>Assets</u>				
Cash and pooled investments	\$ -	\$ 1,561,645	\$ 1,561,645	\$ -
<u>Liabilities</u>				
Due to other governments	\$ -	\$ 1,561,645	\$ 1,561,645	\$ -
 <u>STATE REVENUE FUND</u>				
<u>Assets</u>				
Cash and pooled investments	\$ (3,997)	\$ 33,916	\$ 29,895	\$ 24
Due from other governments	3,997	-	3,997	-
Total Assets	\$ -	\$ 33,916	\$ 33,892	\$ 24
<u>Liabilities</u>				
Due to other governments	\$ -	\$ 33,916	\$ 33,892	\$ 24
 <u>TAXES AND PENALTIES FUND</u>				
<u>Assets</u>				
Cash and pooled investments	\$ 225,527	\$ 8,947,400	\$ 9,014,561	\$ 158,366
<u>Liabilities</u>				
Due to other governments	\$ 225,527	\$ 8,947,400	\$ 9,014,561	\$ 158,366

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Statement 3
(Continued)

**COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
ALL AGENCY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008**

	<u>Balance</u> <u>January 1</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>December 31</u>
<u>TOWNS AND CITIES FUND</u>				
<u>Assets</u>				
Cash and pooled investments	\$ <u>8,067</u>	\$ <u>2,183,693</u>	\$ <u>2,191,760</u>	\$ <u>-</u>
<u>Liabilities</u>				
Due to other governments	\$ <u>8,067</u>	\$ <u>2,183,693</u>	\$ <u>2,191,760</u>	\$ <u>-</u>
<u>TOTAL ALL AGENCY FUNDS</u>				
<u>Assets</u>				
Cash and pooled investments	\$ 229,597	\$ 12,726,654	\$ 12,797,861	\$ 158,390
Due from other governments	<u>3,997</u>	<u>-</u>	<u>3,997</u>	<u>-</u>
Total Assets	\$ <u>233,594</u>	\$ <u>12,726,654</u>	\$ <u>12,801,858</u>	\$ <u>158,390</u>
<u>Liabilities</u>				
Due to other governments	\$ <u>233,594</u>	\$ <u>12,726,654</u>	\$ <u>12,801,858</u>	\$ <u>158,390</u>

OTHER SCHEDULES

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 6

**BALANCE SHEET - BY DITCH
DITCH SPECIAL REVENUE FUND
DECEMBER 31, 2008**

	Assets				Liabilities Deferred Revenue	Fund Balances - Unreserved Undesignated	Total Liabilities and Fund Balances
	Cash	Departmental Cash	Special Assessments Delinquent	Total			
County Ditches							
#1	\$ 9,998	\$ 1,219	\$ -	\$ 11,217	\$ -	\$ 11,217	\$ 11,217
#3	21,529	2,881	-	24,410	-	24,410	24,410
#5	1,967	-	-	1,967	-	1,967	1,967
#6	3,035	-	-	3,035	-	3,035	3,035
#8	16,350	2,188	-	18,538	-	18,538	18,538
#9	10,523	842	-	11,365	-	11,365	11,365
#11	1,699	-	-	1,699	-	1,699	1,699
#13	2,126	-	-	2,126	-	2,126	2,126
#15	2,405	-	-	2,405	-	2,405	2,405
#21	25,891	3,044	2	28,937	2	28,935	28,937
#22	2,721	-	-	2,721	-	2,721	2,721
#23	6,245	-	-	6,245	-	6,245	6,245
#29	666	1,326	-	1,992	-	1,992	1,992
#30	2,007	-	-	2,007	-	2,007	2,007
#31	1,120	-	-	1,120	-	1,120	1,120
#32	8,877	1,298	103	10,278	103	10,175	10,278
#33	1,235	-	-	1,235	-	1,235	1,235
Consolidated			-				
#2	19,088	2,677	-	21,765	-	21,765	21,765
Judicial Ditches			-				
#1	757	-	-	757	-	757	757
#2	53,000	52	-	53,052	-	53,052	53,052
Total	\$ 191,239	\$ 15,527	\$ 105	\$ 206,871	\$ 105	\$ 206,766	\$ 206,871

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 7

**SCHEDULE OF INTERGOVERNMENTAL REVENUE
FOR THE YEAR ENDED DECEMBER 31, 2008**

Shared Revenue

State

Highway users tax	\$ 2,444,279
County program aid	400,583
Market value credit	334,759
PERA rate reimbursement	15,868
Disparity reduction aid	6,168
Police aid	38,865
Enhanced 911	77,054
	<hr/>

Total Shared Revenue	<u>\$ 3,317,576</u>
-----------------------------	----------------------------

Reimbursement for Services

Minnesota Department of Human Services	<u>\$ 222,790</u>
--	--------------------------

Payments

Local

Payments in lieu of taxes	\$ 49,689
Local contributions	22,580
	<hr/>

Total Payments	<u>\$ 72,269</u>
-----------------------	-------------------------

Grants

State

Minnesota Department/Board of	
Corrections	\$ 11,547
Transportation	68,850
Human Services	1,631,635
Veterans Affairs	16,250
Water and Soil Resources	19,072
Office of Environmental Assistance	55,000
Peace Officers Standards and Training Board	3,354
	<hr/>

Total State	<u>\$ 1,805,708</u>
--------------------	----------------------------

Federal

Department of	
Agriculture	\$ 85,118
Housing and Urban Development	51,919
Transportation	82,487
Health and Human Services	548,976
Homeland Security	39,609
	<hr/>

Total Federal	<u>\$ 808,109</u>
----------------------	--------------------------

Total State and Federal Grants	<u>\$ 2,613,817</u>
---------------------------------------	----------------------------

Total Intergovernmental Revenue	<u><u>\$ 6,226,452</u></u>
--	-----------------------------------

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 8

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2008**

I. SUMMARY OF AUDITOR'S RESULTS

- A. Our report expresses unqualified opinions on the basic financial statements of Grant County.
- B. 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. No matters involving internal control over compliance relating to the audit of the major federal award programs were reported in the "Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133."
- E. The Auditor's Report on Compliance for the major federal award programs for Grant County expresses an unqualified opinion.
- F. No findings were disclosed that are required to be reported in accordance with Section 510(a) of OMB Circular A-133.
- G. The major programs are:

State Administrative Matching Grants for the	
Special Nutrition Assistance Program	CFDA #10.561
Child Support Enforcement	CFDA #93.563
Medical Assistance Program	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., for the use of a back-up computer. The disaster recovery plan 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 contain an agreement for the use of a back-up computer in the event of a disaster and address the issue of personal computers. The plan should be tested annually and the results documented 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 expenses 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.

We reviewed the capital assets records and noted the following issues.

- A physical inventory of the County's capital assets has not been performed in several years.
- Several items of Highway Department equipment do not have tags properly identifying them as County property.
- The County's capital asset records are decentralized. Records for the County-wide assets are maintained by the Auditor's Office, while the Road and Bridge, Social Services, and Transportation Special Revenue Funds all maintain their own records.

- We noted that some additions for capital assets are not being recorded properly. Specifically, (1) some assets are being recorded in the wrong asset type on the AS-400 system, (2) infrastructure additions are not being added to the AS-400 system, and (3) a motor grader recorded in the County-wide capital assets does not appear on the Highway Department capital asset records.
- We noted that the depreciation policy formally adopted by the County Board is not always being followed. For instance, a road was being depreciated over 20 years; the policy adopted by the County Board states that roads should be depreciated over 50 years for grading, or 25 years for overlay. We also found some equipment assets were being depreciated over 25 years while the policy states they should be depreciated between 5 and 15 years. Finally, we noted a building was being depreciated over 20 years, while the policy states it should be depreciated over 30 to 40 years.

The County Auditor spent considerable time identifying the assets owned by Grant County at December 31, 2008, and determining the revisions necessary to update the County's capital asset records to follow the County's capitalization policies.

We recommend that 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.

01-3 Consolidated General Ledger

Although the County has taken steps to consolidate its general ledger, the consolidation is not yet complete. Separate general ledgers are maintained by the County Auditor and the Highway Department. Since October 2003, the necessary detail for the Social Services Department is included in the consolidated report; however, the Highway Department information rolls into one general ledger account for expenses and just a few accounts for revenues.

Accounting and reporting controls are more efficient and effective when all transactions are accounted for in one centralized general ledger. The County Board and management are better able to implement and maintain internal control over one central computer system than several decentralized systems. Security access controls to a centralized general ledger could be established so that departments and employees would have the same responsibility and authority for entering detailed transactions as is currently done with separate departmental general ledgers. Managers and employees should have access to assets or records based only on the specific needs commensurate with their positions. A centralized general ledger generally provides more uniformity and consistency in accounting for financial transactions. In addition, it allows senior management to have independent access to financial information for the entire County as needed to manage and monitor its financial operations.

We strongly recommend that the County Board provide the necessary directives to allow for the recording of all detailed financial transactions in a consolidated general ledger.

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. For the year ended December 31, 2008, the County did record some modified accrual entries.

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 that can sufficiently review, understand, and approve the County's financial statements, including notes.

06-3 Audit Adjustments

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 of the financial statements on a timely basis. Statement on Auditing Standards 112 states that one control deficiency that shall be regarded as at least a significant deficiency is identification by the auditor of a material misstatement in the financial statements that was not initially identified by the entity's internal controls, even if management subsequently corrects the misstatement.

During our audit, we identified the following material adjustments:

- In the General Fund, receivables and related revenues were increased by \$63,973 for unrecorded receivables, and departmental cash and related revenues were increased by \$68,127 for unrecorded transactions. Both revenues and expenditures were decreased by \$459,133 to reclassify transactions.
- In the Road and Bridge Special Revenue Fund, receivables were increased by \$2,176,674 for state-aid highway project allotments, and \$20,206 for charges for services. Of these receivables, \$2,176,705 was offset at the fund level by deferred revenue for receivables not available during the revenue recognition period. Contracts payable and related expenditures of \$88,593 were also increased for an unrecorded payable. Finally, revenues and expenditures were decreased by \$699,438 to reclassify transactions.
- In the Human Services Special Revenue Fund, receivables and related revenues were increased by \$75,911 for unrecorded receivables, payables and related expenditures were increased by \$125,855 for unrecorded payables, and liabilities (unearned revenue) were increased and related revenues were decreased by \$100,000 to record a grant received but not yet earned as of December 31, 2008.
- In the Solid Waste Special Revenue Fund, payables and related expenditures were increased by \$9,040 for an unrecorded payable.
- A prior period adjustment of \$1,886,806 was made to increase the January 1, 2008, net asset balance to (1) reflect the net addition of Grant County Hospital capital assets and related accumulated depreciation, and (2) revise accumulated depreciation related to infrastructure to reflect the estimated useful lives as established by the County's capital asset policies.

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.

07-1 Controls Over Accounting System Journal Entries

Grant County limits access to the journal entry function to certain County employees. During our review of journal entries, we noted that those employees given access to the journal entry function can both create and post a journal entry without review or approval by a second person.

The ability to make journal entries on the accounting system is a powerful function because it allows changes to be made to the general ledger system. Controls over journal entries should include:

- limited access to only those employees whose job duties require it,
- an explanation of why the journal entry is being made and who is making it,
- sufficient documentation to support the journal entry amounts,
- proper supervisory review and approval of journal entries, and
- evidence that controls have been monitored by someone independent of the journal entry process.

We recommend the County strengthen the controls over the journal entry process by: (1) adopting formal policies and procedures over the journal entry process, and (2) requiring journal entries to display evidence that they were reviewed by a second individual. In addition, a report should be generated periodically that shows journal entries that are not automatic or routine which have been posted to the general ledger system. Review and monitoring of this report should be done on a regular basis to ensure that journal entries made have been reviewed and approved.

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, 2008, bank statement for Grant County's main checking account was not reconciled to the book balance as of September 2009. Since this account was not balanced, 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 \$22,952. 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.

ITEM ARISING THIS YEAR

08-1 Information System Risk Management

County management is responsible for internal controls related to its information system. This responsibility extends to monitoring ongoing activities provided by service organizations. Grant County contracts with Computer Professionals Unlimited, Inc. (CPUI), a service organization, to provide:

- computer hardware for hosting the County's applications;
- processing of accounting transactions and other data;
- daily, weekly, and full system back-ups of applications and processed data; and
- disaster recovery planning for continued operations.

The County has not developed a formal plan to identify and manage risks associated with this information system arrangement. The County could partially manage these risks if CPUI obtained an audit of its control objectives and control activities. These audits are performed in accordance with Statement on Auditing Standards (SAS) No. 70, *Service Organizations, as Amended*. At the present time, a SAS 70 Service Auditor's Report for CPUI was not available.

During our site visit to CPUI, we noted that computers were not located in a restricted area away from public view. The computers are in an unlocked cage. Daily back-up tapes for information processed Monday through Thursday are kept onsite in a locked metal cabinet; however, the cabinet is not designed to protect the tapes from the heat that would be generated in the event of a fire. One fire extinguisher was observed in the office. Weekly and full system back-up information is kept at an off-site location.

We recommend that Grant County management establish a formal plan to meet its responsibilities for monitoring internal controls related to its information system. This should include documented consideration of services provided by CPUI. To specifically address hardware and back up physical control weaknesses associated with CPUI, we recommend County management work with CPUI to manage and minimize those risks. Also, the County should consider the possibility of requesting that CPUI obtain a SAS 70 audit.

PREVIOUSLY REPORTED ITEMS RESOLVED

Hospital Capital Assets (96-10)

The County had not updated its inventory of capital assets for the Grant County Health Center. These assets belong to the County based on a facility lease agreement. This resulted in a qualification of the Independent Auditor's Report for the year ended December 31, 2007, financial statements.

Resolution

The County obtained a detailed listing of the capital assets from the audited financial statements of the Grant County Health Center for the year ended December 31, 2008, and added those capital assets that met the County's capitalization threshold. This resulted in a prior period adjustment of the January 1, 2008, net asset balance and the removal of the qualification of the Independent Auditor's Report for the year ended December 31, 2008, financial statements.

Budget Documentation (02-1)

The detailed revenue and expenditure budgets provided by the County for financial statement presentation could not be reconciled to the budget published in the official newspaper for the General Fund, the Road and Bridge Special Revenue Fund, and the Transportation Special Revenue Fund.

Resolution

For 2008, we were able to reconcile the detailed revenue and expenditure budgets provided by the County to the budgets adopted by the Board of County Commissioners, as indicated in the Board's meeting minutes.

Disbursements (06-1)

Seventeen claims of forty sampled County disbursements did not contain evidence of department head approval, and two claims for auditor's warrants did not contain evidence of County Auditor approval.

Resolution

For 2008, based on our review of County disbursements, there was one claim that did not contain evidence of department head or County Auditor approval. We therefore consider this finding resolved.

III. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARD PROGRAMS

INTERNAL CONTROL

PREVIOUSLY REPORTED ITEM RESOLVED

Highway Planning and Construction (CFDA #20.205) - Davis-Bacon Act (07-4)

The County had no documented monitoring process for determining compliance with the Davis-Bacon Act, which requires the County to pay prevailing wage rates not less than those established by the U.S. Department of Labor on projects funded by federal dollars. Furthermore, the County provided no evidence that it had actually performed procedures to determine compliance with the Davis-Bacon Act.

Resolution

The County had misplaced the requested documentation but found it after the audit for the year ended December 31, 2007, was performed. Effective December 1, 2008, formal policies were developed for performing the compliance requirements and the filing thereof.

IV. OTHER FINDINGS AND RECOMMENDATIONS

A. MINNESOTA LEGAL COMPLIANCE

PREVIOUSLY REPORTED ITEM 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.

ITEMS ARISING THIS YEAR

08-2 Standby Letter of Credit

As detailed in Minn. Stat. § 118A.03, subd. 2, acceptable collateral includes irrevocable letters of credit issued by Federal Home Loan Banks to a municipality accompanied by written evidence that the bank's public debt is rated "AA" or better by Moody's Investors Service, Inc., or Standard and Poor's Corporation. The Federal Home Loan Bank that provided a letter of credit for a Grant County depository did not include written evidence of the bank's public debt rating.

We recommend that the County Treasurer obtain written evidence of the bank's public debt rating when receiving standby letters of credit from the Federal Home Loan Bank.

08-3 Conflicts of Interest

During the year ended December 31, 2008, Grant County hired a company to provide excavating and ditch repair services; a County Commissioner has an ownership interest in the company. In addition, the County purchased goods from a local vendor in which a County Commissioner has an ownership interest. These transactions result in potential conflicts 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 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.

08-4

Safekeeping of Investments

Investments are required by Minn. Stat. § 118A.06 to be held in safekeeping with:

- a federal reserve bank;
- any bank authorized under the laws of the United States or any state to exercise corporate trust powers including, but not limited to, the bank from which the investment is purchased;

- a primary reporting dealer in United States government securities to the Federal Reserve Bank of New York; or
- a securities broker-dealer having its principal executive office in Minnesota licensed under chapter 80A, or an affiliate of it, and regulated by the Securities and Exchange Commission.

At December 31, 2008, Grant County had negotiable certificates of deposit totaling \$886,741 purchased through UBS Financial Services, Inc., and a negotiable certificate of deposit of \$62,111 purchased through BancWest Investment Services. The securities are being held by the respective firms. Neither of these firms are primary reporting dealers nor do they have their principal executive offices in Minnesota. The investments were purchased in book entry form and are tracked by the Depository Trust Corporation. However, for purposes of custody, the securities are “held” by the party who controls their movement which, in this case, are the brokerage firms. Therefore, we do not believe that these investments are being safekept in accordance with Minn. Stat. § 118A.06.

We recommend the County Treasurer comply with the requirements of Minn. Stat. § 118A.06. Investments can be held only by brokerage firms that are primary reporting dealers or have their principal offices in Minnesota. If investments are purchased through these dealers, they must be held at a bank rather than at the brokerage firm.

08-5 Administrative Offense Procedures

The Grant County Board created Administrative Offense Procedures through the adoption of several ordinances. Pursuant to these ordinances, Sheriff Department deputies issue administrative civil penalty tickets for various state traffic offenses including speeding, failure to obey traffic signals, and improper turns. The County ordinance violations define the offense by referring to the appropriate section of Minn. Stat. ch. 169.

A Minnesota Attorney General’s opinion concluded, and Minn. Stat. ch. 169 clearly states, that local public entities do not have authority to issue administrative tickets for state traffic offenses. For the year ended December 31, 2008, Grant County deposited \$13,595 into its General Fund from these County administrative tickets.

In 2009, the Legislature enacted a new statute, Minn. Stat. § 169.999, to authorize the issuance of administrative citations and prescribed criteria for them. The new law requires the governing board of a local unit of government to pass a resolution before it issues a citation. The resolution must:

- authorize issuance of administrative citations,
- obligate the County to provide a neutral third party to hear and rule on challenges to administrative citations, and
- bar peace officers from issuing administrative citations in violation of the new law.

Because of this requirement, Grant County must pass a new resolution to bring its existing administrative penalty programs for traffic violations into compliance with the new law. The law requires Grant County to notify the Commissioner of Public Safety after it passes the required resolution.

We recommend that the County follow the requirements of Minn. Stat. § 169.999.

B. OTHER ITEM FOR CONSIDERATION

Other Postemployment Benefits (OPEB)

GASB issued Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, which 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 other postemployment benefits 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. Under the new GASB statement, accounting for OPEB is now similar to the accounting used by governments for pension plans.

The Legislature enacted a law, Minn. Stat. § 471.6175, intended to help local governments address their OPEB liability in at least three important ways:

- it allows governments to create both revocable and irrevocable OPEB trusts;
- it authorizes the use of a different list of permissible investments for both revocable and irrevocable OPEB trusts; and
- it also permits governments to invest OPEB trust assets with the State Board of Investment, bank trust departments, and certain insurance companies.

Some of the issues that the Grant County Board will need to address in order to comply with GASB Statement 45 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 Grant County Board will have to comply with the new 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.

GASB Statement 45 would be applicable to Grant County for the year ended December 31, 2009.

This page was left blank intentionally.



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

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, 2008, which collectively comprise the County's basic financial statements, and have issued our report thereon dated January 27, 2010. Our report was 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 presented 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 of this section and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

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 on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the County's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the County's financial statements that is more than inconsequential will not be prevented or detected by the County's internal control. We considered the deficiencies described in the accompanying Schedule of Findings and Questioned Costs as items 96-2, 96-4, 00-1, 01-3, 06-2, 06-3, 07-1 through 07-3, and 08-1 to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by Grant County's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiencies described above, we consider items 00-1, 06-2, and 06-3 to be material weaknesses.

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 Local Government*, 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 Local Government* contains six categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous provisions. Our study included all of the listed categories.

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 and 08-2 through 08-5.

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 Grant County, and it is reported 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

/s/Greg Hierlinger

GREG HIERLINGER, CPA
DEPUTY STATE AUDITOR

January 27, 2010

This page was left blank intentionally.



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of County Commissioners
Grant County

Compliance

We have audited the compliance of Grant County with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended December 31, 2008. 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 financial statements include the operations of the Housing and Redevelopment Authority (HRA) of Grant County component unit, which expended \$277,463 in federal awards during the year ended December 31, 2008, 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 on the County's compliance with those requirements.

In our opinion, Grant County complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2008.

Internal Control Over Compliance

The 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 in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, 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 control deficiency in internal control over compliance 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 noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the County's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the County's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by Grant County's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be 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.

Schedule of Expenditures of Federal Awards

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, 2008, which collectively comprise the County's basic financial statements, and have issued our report thereon dated January 27, 2010. We did not audit the financial statements of the HRA of Grant County, a discretely presented component unit, for the year ended December 31, 2008. Those financial statements were audited by other auditors. Our audit was performed for the purpose of forming opinions on Grant County's basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

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

January 27, 2010

This page was left blank intentionally.

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 9

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2008**

Federal Grantor Pass-Through Agency Grant Program Title	Federal CFDA Number	Expenditures
U.S. Department of Agriculture		
Passed Through Minnesota Department of Human Services		
State Administrative Matching Grants for the Special Nutrition Assistance Program	10.561	\$ 85,118
U.S. Department of Housing and Urban Development		
Direct		
Shelter Plus Care	14.238	\$ 51,919
U.S. Department of Transportation		
Passed Through Minnesota Department of Transportation		
Formula Grants for Other Than Urbanized Areas	20.509	\$ 82,487
U.S. Department of Health and Human Services		
Passed Through Central Minnesota Council on Aging		
Special Programs for the Aging, Title III-B - Grants for Supportive Services and Senior Centers	93.044	\$ 14,000
Passed Through Minnesota Department of Human Services		
Promoting Safe and Stable Families	93.556	3,000
Temporary Assistance for Needy Families (TANF)	93.558	64,111
Child Support Enforcement	93.563	139,744
Refugee and Entrant Assistance	93.566	213
Child Care Cluster		
Child Care and Development Block Grant	93.575	21,046
Child Care Mandatory and Matching Funds of the Child Care and Development Fund	93.596	11,614
Foster Care Title IV-E	93.658	19,278
Social Services Block Grant Title XX	93.667	70,020
State Children's Insurance Program	93.767	281
Medical Assistance Program	93.778	204,550
Total U.S. Department of Health and Human Services		\$ 547,857
U.S. Department of Homeland Security		
Passed Through Minnesota Department of Natural Resources		
Boating Safety Financial Assistance	97.012	\$ 6,729
Passed Through Minnesota Department of Public Safety		
Homeland Security Grant Program	97.067	30,694
Total U.S. Department of Homeland Security		\$ 37,423
Total Federal Awards		\$ 804,804

**GRANT COUNTY
ELBOW LAKE, MINNESOTA**

Schedule 9
(Continued)

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2008**

Notes to Schedule of Expenditures of Federal Awards

1. The Schedule of Expenditures of Federal Awards presents the activity of federal award programs expended by Grant County. The County's reporting entity is defined in Note 1 to the basic financial statements.
2. Expenditures on this schedule are based on the modified accrual basis of accounting. Due to timing differences in revenue recognition under the modified accrual basis, expenditures on this schedule do not match the federal revenues reported in the financial statements. There were \$7,498 of 2007 receivables recognized as revenue in 2008 for CFDA Nos. 93.558 and 97.042. Also, in 2008, there were \$4,193 of receivables for CFDA No. 93.778 not recognized as revenue because period of availability criteria had not been met.
3. During 2008, the County did not pass any federal money to subrecipients.
4. Pass-through grant numbers were not assigned by the pass-through agencies.