



Stephenson & Company, P.C.

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November 8, 2019

Independent Auditors' Report

Members of the City Council
City of West Branch
Ogemaw County, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of West Branch, Ogemaw County, Michigan, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the index.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of West Branch, Ogemaw County, Michigan, as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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Members of the City Council
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Other Matters

Required Supplementary Information

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

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of West Branch's basic financial statements. The combining nonmajor and West Branch DDA - component unit fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

Stephenson & Company, P.C.

CITY OF WEST BRANCH
Ogemaw County, Michigan

STATEMENT OF NET POSITION
June 30, 2019

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	West Branch DDA
Assets				
Cash and Cash Equivalents (Note 3)	\$ 2,421,072	\$ 1,312,008	\$ 3,733,080	\$ 51,734
Investments (Note 3)	929,973	0	929,973	0
Receivables:				
Accounts, Net	136,208	225,070	361,278	0
Interest	502	0	502	0
Mortgages Receivable	10,640	0	10,640	0
Due from Other Governmental Units	178,905	7,735	186,640	0
Internal Balances	69,989	(69,989)	0	0
Inventory:				
Other	344,800	0	344,800	0
Noncurrent Assets:				
Mortgages Receivable	114,342	0	114,342	0
Investment in West Branch Area Wastewater Treatment Plant Authority (Note 1)	0	8,481,452	8,481,452	0
Capital Assets Not Being Depreciated (Note 5)	653,937	284,329	938,266	110,013
Capital Assets, Net of Accumulated Depreciation (Note 5)	3,201,969	1,451,000	4,652,969	214,560
Total Assets	<u>8,062,337</u>	<u>11,691,605</u>	<u>19,753,942</u>	<u>376,307</u>
Deferred Outflows of Resources				
Deferred Amounts Related to Pensions (Note 10)	<u>319,698</u>	<u>143,490</u>	<u>463,188</u>	<u>0</u>
Liabilities				
Accounts Payable	50,155	44,804	94,959	9,016
Due to Other Governmental Units	14,147	187,362	201,509	0
Due to Other Agencies and Individuals	23	0	23	0
Accrued Interest Payable	5,237	18,764	24,001	0
Escrow Deposits Payable	200	4,580	4,780	0
Accrued Liabilities	40,242	11,085	51,327	56
Long-Term Liabilities:				
Due Within One Year (Note 6)	54,142	227,470	281,612	0
Due in More Than One Year (Note 6)	261,604	7,680,388	7,941,992	0
Net OPEB Liability (Note 11)	4,406	0	4,406	0
Net Pension Liability (Note 10)	1,699,224	768,451	2,467,675	0
Total Liabilities	<u>2,129,380</u>	<u>8,942,904</u>	<u>11,072,284</u>	<u>9,072</u>
Deferred Inflows of Resources				
Deferred Amounts Related to OPEB (Note 11)	<u>3,152</u>	<u>0</u>	<u>3,152</u>	<u>0</u>
Net Position				
Net Investment in Capital Assets	3,540,483	910,329	4,450,812	324,573
Restricted For:				
Major Streets	604,697	0	604,697	0
Local Streets	389,419	0	389,419	0
Industrial Park	227,699	0	227,699	0
Housing	406,985	0	406,985	0
Downtown Development	0	0	0	42,662
Permanent Funds:				
Nonexpendable	264,691	0	264,691	0
Unrestricted	<u>815,529</u>	<u>1,981,862</u>	<u>2,797,391</u>	<u>0</u>
Total Net Position	<u>\$ 6,249,503</u>	<u>\$ 2,892,191</u>	<u>\$ 9,141,694</u>	<u>\$ 367,235</u>

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

CITY OF WEST BRANCH
Ogemaw County, Michigan

STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2019

Function/Program	Program Revenues					Net (Expense) Revenue and Changes in Net Position			Component Unit
	Expenses	Charges for Services	Operating		Capital Grants and Contributions	Primary Government			
			Grants and Contributions			Governmental Activities	Business-Type Activities	Total	
Primary Government									
Governmental Activities:									
General Government:									
Legislative and Executive	\$ 95,531	\$ 0	\$ 0	\$ 0	\$ (95,531)	\$ 0	\$ 0	(95,531)	West Branch DDA
Financial and Tax Administration	187,107	32,197	0	0	(154,910)	0	0	(154,910)	
Other General Government	184,909	56,089	16,120	79,600	(33,100)	0	0	(33,100)	
Public Safety:									
Police	563,223	8,188	0	0	(555,035)	0	0	(555,035)	
Fire	26,501	0	0	0	(26,501)	0	0	(26,501)	
Other Public Safety	7,756	0	0	0	(7,756)	0	0	(7,756)	
Public Works:									
Solid Waste	160,358	3,860	0	0	(156,498)	0	0	(156,498)	
Airport	48,120	0	0	0	(48,120)	0	0	(48,120)	
Other Public Works	511,867	0	372,501	0	(139,366)	0	0	(139,366)	
Community and Economic Development	50,535	3,660	0	0	(46,875)	0	0	(46,875)	
Recreation and Cultural	75,013	0	26,000	0	(49,013)	0	0	(49,013)	
Other	649	0	0	0	(649)	0	0	(649)	
Interest and Fees on Long-Term Debt	5,461	0	0	0	(5,461)	0	0	(5,461)	
Total Governmental Activities	1,917,030	103,994	414,621	79,600	(1,318,815)	0	0	(1,318,815)	
Business-Type Activities:									
Sewer Services	1,015,931	1,015,565	0	0	0	(366)	(366)	(366)	
Water Services	355,339	436,599	0	9,155	0	90,415	90,415	90,415	
Contribution to Local Units	16,767	0	0	0	0	(16,767)	(16,767)	(16,767)	
Total Business-Type Activities	1,388,037	1,452,164	0	9,155	0	73,282	73,282	73,282	
Total Primary Government	\$ 3,305,067	\$ 1,556,158	\$ 414,621	\$ 88,755	(1,318,815)	73,282	(1,245,533)	(1,245,533)	
Component Unit									
West Branch DDA	\$ 47,757	\$ 0	\$ 0	\$ 0				\$ (47,757)	

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

CITY OF WEST BRANCH
Ogemaw County, Michigan

STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2019

Function/Program	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating		Primary Government		Component Unit
			Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	West Branch DDA
General Revenue:							
Property Taxes Levied For:							
General Operating					\$ 950,482	\$ 0	\$ 10,853
TIFA					0	0	47,809
Refuse Collection					184,053	0	0
State Revenue Sharing					215,616	0	0
Payments from Component Unit/to Primary Government					12,512	0	(12,512)
Interest and Investment Earnings					22,763	6,507	371
Rent Income					1,315	0	0
Gain (Loss) on Disposal of Capital Assets					1,001	0	0
Other					28,504	7,251	5,485
Total General Revenue					<u>1,416,246</u>	<u>13,758</u>	<u>52,006</u>
Change in Net Position					97,431	87,040	4,249
Net Position - Beginning					<u>6,152,072</u>	<u>2,805,151</u>	<u>362,986</u>
Net Position - Ending					<u>\$ 6,249,503</u>	<u>\$ 2,892,191</u>	<u>\$ 367,235</u>

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

CITY OF WEST BRANCH
Ogemaw County, Michigan

NOTES TO FINANCIAL STATEMENTS
For the Year Ended June 30, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City of West Branch (City) conform to accounting principles generally accepted in the United States of America (GAAP) applicable to governments. The following is a summary of the significant accounting policies:

A. Description of City Operations and Fund Types

The City of West Branch operates under an elected City Council with a City Manager overseeing daily operations. The City provides services to its residents in many areas including fire protection, law enforcement, community enrichment and human services.

B. Reporting Entity

A reporting entity is composed of the primary government, component units, and other organizations that are included to ensure the financial statements of the City are not misleading. The primary government of the City consists of all funds, departments, boards, and agencies that are not legally separate from the City.

Component units are legally separate organizations for which the City is financially accountable. The City is financially accountable for an organization if the City appoints a voting majority of the organization's governing board and (1) the City is able to impose its will on that organization; or (2) there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government.

In addition, the primary government is also financially accountable if an organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government regardless of whether the organization has (1) a separately elected governing board, (2) a governing board appointed by a higher level of government, or (3) a jointly appointed board.

1. Discretely Presented Component Unit

The component unit column on the combined financial statements includes the financial data of the City's component unit. It is reported in a separate column to emphasize that it is legally separate from the City.

The West Branch DDA is reported in a separate column to emphasize that it is legally separate from the City. The governing body of this unit is appointed by the City Council. The DDA was established to eliminate the causes of property value deterioration and promote economic growth in the business district of the City of West Branch. Complete financial statements are presented as part of Other Supplementary Information and are not audited separately.

While the following organizations had positive responses to some of the above criteria, each is excluded from the accompanying financial statements for the reasons specified:

- West Branch District Library - The City Council appoints one of the five board members, but the Library is otherwise independently operated and financed.
- Ogemaw County Emergency Medical Services Authority - The City Council appoints one of the five board members, but the EMS Authority Board is otherwise independently operated and financed.

CITY OF WEST BRANCH
Ogemaw County, Michigan

NOTES TO FINANCIAL STATEMENTS
For the Year Ended June 30, 2019

NOTE 7 - PROPERTY TAXES

Property taxes for the primary government include amounts levied against all real property and tangible personal property located in the City. Properties are assessed as of December 31 and the related property taxes become a lien on June 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the County tax rolls. For the current year, the taxable value for properties located within the City was \$66,045,217. The 2018 tax rates were 14.5460 mills for operations and 2.9105 mills for garbage collection.

Property taxes for the Downtown Development Authority include amounts levied against all real property and tangible personal property subject to recapture located within the Downtown Development District. Properties are assessed as of December 31 and the related property taxes become a lien on June 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the County tax rolls. For the current year, the taxable value for properties located within the DDA was \$7,106,771. The 2018 tax rate was 1.9573 mills for DDA operations.

NOTE 8 - OPERATING TRANSFERS

During the year ended June 30, 2019, the following transfers were made:

TRANSFER TO	TRANSFER FROM		
	Major Street Fund	Sewer Debt Fund	Downtown Development Authority Fund
General Fund	\$ 0	\$ 0	\$ 12,512
Sewer Fund	0	50,000	0
Non-major Governmental Funds	<u>27,970</u>	<u>0</u>	<u>0</u>
	<u>\$ 27,970</u>	<u>\$ 50,000</u>	<u>\$ 12,512</u>

Transfers are used to move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

NOTE 9 - EXCESS OF EXPENDITURES OVER APPROPRIATION IN BUDGETARY FUNDS

P.A. 621 of 1978, Section 18(1), as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the City's actual expenditures and budgeted expenditures for the budgetary funds have been shown on an activity basis. The approved budgets of the City for these budgetary funds were adopted at the line item level.

During the year ended June 30, 2019, the City incurred expenditures which were in excess of the amounts appropriated as follows:

Fund/Activity	Total Appropriations	Amount of Expenditures	Budget Variance
General Fund/Debt Service/Principal	\$ 0	\$ 11,777	\$ 11,777
General Fund/Debt Service/Interest and Fiscal Charges	\$ 0	\$ 225	\$ 225

CITY OF WEST BRANCH
Ogemaw County, Michigan

BALANCE SHEET
WEST BRANCH DDA - COMPONENT UNIT
GOVERNMENTAL FUND
June 30, 2019

	<u>Special Revenue</u> <u>Fund</u> <u>West Branch DDA</u>
<u>Assets</u>	
Cash and Cash Equivalents	\$ <u>51,734</u>
<u>Liabilities</u>	
Accounts Payable	\$ 9,016
Accrued Liabilities	<u>56</u>
Total Liabilities	9,072
<u>Fund Equity</u>	
Fund Balances:	
Restricted For:	
Downtown Development	<u>42,662</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity	\$ <u>51,734</u>

CITY OF WEST BRANCH
Ogemaw County, Michigan

WEST BRANCH DDA - COMPONENT UNIT
RECONCILIATION OF THE GOVERNMENTAL FUND
BALANCE SHEET TO THE STATEMENT OF NET POSITION
June 30, 2019

Total Governmental Fund Balances	\$	42,662
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Amounts reported for governmental activities in the statement of net position
are different because:

Capital assets used in governmental activities are not financial resources and,
therefore, are not reported as assets in governmental funds. Capital assets at
year end consist of:

Capital Asset Cost	\$	389,162	
Accumulated Depreciation		<u>(64,589)</u>	
			<u>324,573</u>

Total Net Position - Governmental Activities	\$	<u><u>367,235</u></u>
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CITY OF WEST BRANCH
Ogemaw County, Michigan

STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
WEST BRANCH DDA - COMPONENT UNIT - GOVERNMENTAL FUND
For the Year Ended June 30, 2019

	Special Revenue Fund <u>West Branch DDA</u>
<u>Revenue</u>	
Property Taxes	\$ 58,662
Interest and Rentals	371
Other Revenue	5,485
Total Revenue	<u>64,518</u>
<u>Expenditures</u>	
Current:	
Community and Economic Development	<u>30,909</u>
Excess of Revenue Over (Under) Expenditures	33,609
<u>Other Financing Sources (Uses)</u>	
Transfers to Primary Government	<u>(12,512)</u>
Net Change in Fund Balance	21,097
Fund Balance - Beginning of Year	<u>21,565</u>
Fund Balance - End of Year	<u>\$ 42,662</u>

CITY OF WEST BRANCH
Ogemaw County, Michigan

WEST BRANCH DDA - COMPONENT UNIT
RECONCILIATION OF THE STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE OF THE
GOVERNMENTAL FUND TO THE STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2019

Total Net Change in Fund Balances - Governmental Funds	\$ 21,097
Amounts reported for governmental activities in the statement of activities are different because:	
Receivables not currently available are reported as revenue when collected or when currently available in the fund financial statements but are recognized as revenue when earned in the government-wide financial statements:	
Accounts Receivable	(2,426)
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	
Current Year Depreciation Expense	(14,422)
Change in Net Position of Governmental Activities	\$ <u>4,249</u>