

NORTHWEST OTTAWA WATER SYSTEM

FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2019



Vredeveld Haefner LLC
CPAs and Consultants

NORTHWEST OTTAWA WATER SYSTEM

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INDEPENDENT AUDITORS' REPORT

October 17, 2019

Members of the Administrative Committee
Northwest Ottawa Water System
Grand Haven, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the Northwest Ottawa Water System, (NOWS) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the NOWS basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Northwest Ottawa Water System, Grand Haven, Michigan, as of June 30, 2019, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 5 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.

Uredexeld Haefner LLC

MANAGEMENT'S DISCUSSION AND ANALYSIS

Management's Discussion and Analysis

As management of the Northwest Ottawa Water System (NOWS), we offer readers of the NOWS financial statements this narrative overview and analysis of the financial activities of NOWS for the fiscal year ended June 30, 2019. We encourage readers to consider the information presented here in conjunction with additional information that is furnished in the financial statements and notes to the financial statements.

Financial Highlights

- The Northwest Ottawa Water Treatment Plant/System (NOWS) determines its revenue by making projections on water use for over 40,000 customers. The relationship is directly tied between water demands and weather conditions throughout the year. The balance between revenue and expenditures varies each budget year based on those predictions and the current condition and replacement of plant assets. This past year NOWS experienced a decrease in revenue based on those projections and actual water use.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the NOWS financial statements. The NOWS basic financial statements comprise two components: 1) financial statements, and 2) notes to the financial statements.

The *Statement of Net Position* presents information on all of the NOWS assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of NOWS is improving or deteriorating.

The *Statement of Revenues, Expenses and Changes in Net Position* presents information showing how the NOWS net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused compensated absences, accrued interest, etc.).

Notes to the financial statements. The notes provide additional information that is essential for a full understanding of the data provided in the financial statements.

Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of NOWS, assets exceeded liabilities by \$14,553,084 at the close of the most recent fiscal year.

A portion of the NOWS net position reflects unrestricted net position which is available for future operation while a more significant portion of net position is invested in capital assets (e.g., land, buildings, vehicles, equipment and infrastructure), less any related debt used to acquire those assets that is still outstanding. NOWS uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the NOWS investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Net Position

	<u>2019</u>	<u>2018</u>
Current and other assets	\$ 1,455,565	\$ 1,738,597
Capital assets	20,552,362	21,176,764
Total assets	<u>22,007,927</u>	<u>23,915,361</u>
Current liabilities	596,651	660,362
Long-term liabilities outstanding	6,590,000	6,980,000
Total liabilities	<u>7,186,651</u>	<u>7,640,362</u>
Deferred inflows of resources	268,192	302,637
Net position		
Net Investment in capital assets	13,572,362	13,811,764
Restricted	64,245	131,799
Unrestricted	916,477	1,028,799
Total net position	<u>\$14,553,084</u>	<u>\$14,972,362</u>

The total net position of NOWS at June 30, 2019 was \$14,553,084, however, \$13,572,362 represents net investment in capital assets including infrastructure.

Revenues, Expenses and Changes in Net Position

	<u>2019</u>	<u>2018</u>
Operating revenue	\$ 1,409,911	\$ 1,408,591
Operating expense	2,109,488	2,086,856
Operating income (loss)	(699,577)	(678,265)
Nonoperating revenue (expense)	280,299	277,110
Contributed capital	-	198,185
Changes in net position	(419,278)	(202,970)
Net position - beginning of year	<u>14,972,362</u>	<u>15,175,332</u>
Net position - end of year	<u>\$14,553,084</u>	<u>\$14,972,362</u>

During the year ended June 30, 2019, NOWS had a decrease in net position of \$419,278 primarily due to depreciation charges.

Capital Asset and Debt Administration

Capital assets. The NOWS investment in capital assets as of June 30, 2019 amounted to \$20,552,362 (net of accumulated depreciation).

Significant capital purchases during the year consisted primarily of costs related to plant improvements.

The NOWS capital assets (net of depreciation) are summarized as follows:

<u>Capital Assets</u>	
Land	\$ 26,000
Construction in progress	-
Water plant	18,348,463
Lake intakes	1,978,513
Water mains	102,030
Machinery and equipment	96,465
Office furniture	<u>891</u>
Total	<u>\$20,552,362</u>

Additional information on the NOWS capital assets can be found in Note 3 of these financial statements.

Debt. At the end of the current fiscal year, NOWS had long-term debt consisting of contracts payable to Ottawa County totaling \$6,980,000.

Additional information on the NOWS long-term debt can be found in Note 4 of these financial statements.

Economic Factors and Next Year's Budgets and Rates

The following factors were considered in preparing the NOWS budget for the 2019-20 fiscal year:

- The Northwest Ottawa Water Treatment Plant/System reviews water rates annually for Debt and Operations. Debt service requirements as well as actual consumption continue to modify the debt rate.
- Normal capital improvements with plant equipment and ongoing system evaluations also can cause rate variations.
- NOWS revenue is most affected by weather conditions and industrial, commercial and residential water demand.
- Economic factors include the general economic climate and forecasts of future operating needs.

Requests for Information

The City of Grand Haven provides, by contract, fiscal and administrative services to NOWS. This financial report is designed to provide interested individuals including citizens, property owners, customers, investors and creditors with a general overview of the NOWS finances and to show the NOWS Administrative Committee accountability for the money it receives. If you have questions or need additional financial information, please contact us at 519 Washington Avenue, Grand Haven, MI 49417 or call or email us as noted below:

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BASIC FINANCIAL STATEMENTS

NORTHWEST OTTAWA WATER SYSTEM

STATEMENT OF NET POSITION

JUNE 30, 2019

Assets

Current assets

Cash and cash equivalents	\$ 83,342
Set-aside cash and cash equivalents	818,422
Accounts receivable	49,367
Due from other governments	266,195
Billing adjustment due from member units	91,223
Prepaid items	232
Inventory	82,539
Total current assets	<u>1,391,320</u>

Non-current assets

Deposits with other units of government	64,245
Capital assets	
Land	26,000
Depreciable capital assets, net	20,526,362
Total non-current assets	<u>20,616,607</u>

Total assets

22,007,927

Liabilities

Current liabilities

Accounts payable	48,912
Due to other governments	108,696
Accrued interest payable	49,043
Current portion of long-term debt	390,000
Total current liabilities	<u>596,651</u>

Long-term liabilities

Long-term debt, net of current portion	<u>6,590,000</u>
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Total liabilities

7,186,651

Deferred inflows of resources

Deferred gain on refunding	<u>268,192</u>
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Net position

Net investment in capital assets	13,572,362
Restricted for capital projects	64,245
Unrestricted	916,477

Total net position

\$ 14,553,084

The accompanying notes are an integral part of these financial statements.

NORTHWEST OTTAWA WATER SYSTEM

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

FOR THE YEAR ENDED JUNE 30, 2019

Operating revenue	
Charges for services	\$ 1,409,911
Operating expense	
Intake	418,162
Treatment	624,797
Administrative	367,683
Depreciation	<u>698,846</u>
Total operating expense	<u>2,109,488</u>
Operating income (loss)	<u>(699,577)</u>
Non-operating revenue (expense)	
Debt service charge	502,530
Gain (loss) on disposal of capital assets	(2,571)
Capital replacement charge	65,547
Interest on investments	(17,729)
Interest expense	(370,209)
Miscellaneous (revenue) expense	7,749
Build America Bonds federal interest credit	<u>94,982</u>
Total non-operating revenue (expense)	<u>280,299</u>
Changes in net position	(419,278)
Net position, beginning of year	<u>14,972,362</u>
Net position, end of year	<u>\$ 14,553,084</u>

The accompanying notes are an integral part of these financial statements.

NORTHWEST OTTAWA WATER SYSTEM

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2019

Cash flows from operating activities	
Receipts from customers and users	\$ 1,516,710
Payments to suppliers	(727,263)
Payments for personnel costs	<u>(692,718)</u>
Net cash provided by (used in) operating activities	<u>96,729</u>
Cash flows from capital and related financing activities	
Proceeds from debt service charge	502,530
Proceeds from capital replacement charge	65,547
Deposit (withdrawal) from deposits with other governmental units	67,554
Deferred gain on refunding	(34,445)
Interest paid	(297,041)
Principal paid on bonds and notes	(385,000)
Acquisitions of capital assets	<u>(77,015)</u>
Net cash provided by (used in) capital and related financing activities	<u>(157,870)</u>
Cash flows from investing activities	
Interest received	<u>(17,729)</u>
Net increase (decrease) in cash and cash equivalents	(78,870)
Cash and cash equivalents, beginning of year	<u>980,634</u>
Cash and cash equivalents, end of year	<u>\$ 901,764</u>
Cash flows from operating activities	
Operating income (loss)	(699,577)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities	
Depreciation	698,846
Miscellaneous revenue	7,749
Change in operating assets and liabilities which provided (used) cash	
Accounts receivable	21,814
Due from other governmental units	119,919
Prepaid expenses	746
Inventory	(5,871)
Accounts payable	(4,214)
Due to other governmental units	<u>(42,683)</u>
Net cash provided by (used in) operating activities	<u>\$ 96,729</u>

The accompanying notes are an integral part of these financial statements.

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NORTHWEST OTTAWA WATER SYSTEM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of The Northwest Ottawa Water System (NOWS) conform to generally accepted accounting principles as applicable to governments. The following is a summary of the significant policies.

Reporting Entity

NOWS was established for the purpose of constructing, owning, and operating a water treatment system for its participating municipalities: the City of Grand Haven, the Village of Spring Lake, the City of Ferrysburg, the Township of Spring Lake, and the Charter Township of Grand Haven.

Under a contract executed in 1988, the City of Grand Haven (the City) is operating and maintaining NOWS. Monthly operating expenses are billed by the City to the constituent municipalities for their proportionate share of those expenses.

As required by generally accepted accounting principles, the financial statements of the reporting entity include those of NOWS. There are no component units to be included. The criteria for including a component unit include significant operational or financial relationships with NOWS.

Measurement Focus and Basis of Accounting

The 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.

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

NOWS distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with NOWS principal ongoing operations. The principal operating revenues of NOWS are charges for services. Operating expenses of NOWS include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

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

Cash and Cash Equivalents

For the purpose of the statement of cash flows, NOWS considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

Set-aside Cash and Cash Equivalents

The Administrative Committee has set aside \$818,422 at year-end for future capital improvements and debt service. The related cash and cash equivalents are reported as current assets on the statement of net position.

NORTHWEST OTTAWA WATER SYSTEM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2019

Investments

Investments are recorded at fair value.

State statutes and NOWS policy authorize NOWS to invest in:

- a. Bond, securities, other obligations and repurchase agreements of the United States, or an agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts or depository receipts of a qualified financial institution.
- c. Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.
- d. Banker's acceptances of United States banks.
- e. Obligations of the State of Michigan and its political subdivisions that, at the time of purchase are rated as investment grade by at least one standard rating service.
- f. Mutual funds registered under the Investment Company Act of 1940 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation.
- g. External investment pools as authorized by Public Act 20 as amended.

Receivables

All receivables are reported at their net value. Allowance for uncollectible receivables was immaterial at year-end.

Inventory

Inventory consists principally of materials and supplies which are used for operations. Inventory is stated at cost using the first-in first-out (FIFO) method.

Prepaid Items

NOWS made payments prior to year-end for services that will be performed in the next fiscal year. In these situations, NOWS records an asset to reflect the investment in future services.

Deposits with Other Units of Government

Deposits with others consist of amounts held at the Ottawa County Public Utilities System for the purposes of future plant renovations and improvements.

NORTHWEST OTTAWA WATER SYSTEM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2019

Capital Assets

Capital assets are stated at cost and include items defined by NOWS as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at acquisition value (the price that would be paid to acquire an asset with an equivalent service potential in an orderly market transaction) on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

Depreciation on capital assets is computed using the straight-line method over the following estimated useful lives:

	Years
Water plant	5-50
Lake intakes	50
Water mains	10-50
Machinery and equipment	5-33
Office furniture	5-15

Due to Other Governments

The amounts due to the City of Grand Haven for payment in lieu of taxes, motorpool charges and other items were \$2,593 at year-end.

In addition, all operating personnel of NOWS are employees of the City of Grand Haven. Amounts due to operating personnel for accrued wages, health benefits, and compensated absences are shown in the financial statements as due to other governments. The amounts due to the City for these costs at year-end were \$106,103.

Risk Management

NOWS is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year ended June 30, 2019, NOWS carried commercial insurance to cover risks of losses. NOWS has had no settled claims resulting from these risks that exceeded their commercial coverage in any of the past three fiscal years.

NORTHWEST OTTAWA WATER SYSTEM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2019

2. DEPOSITS AND INVESTMENTS

The captions on the financial statements relating to cash and cash equivalents are as follows:

Cash and cash equivalents	\$ 83,342
Set-aside cash and cash equivalents	<u>818,422</u>
	<u>\$901,764</u>

Cash and cash equivalents consist of deposits managed by the City of Grand Haven under its contractual administration obligations. NOWS cash and cash equivalents are segregated from all other City-managed funds in separate bank accounts with the exception of funds transferred timely to payroll and accounts payable checking accounts as processed. Deposit risk for NOWS cannot be separately determined from the City of Grand Haven.

3. CAPITAL ASSETS

Capital asset activity for the year was as follows:

	<u>Balance</u> <u>July 1, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2019</u>
Capital assets, not being depreciated				
Land	\$ 26,000	\$ -	\$ -	\$ 26,000
Construction in progress	445,270	69,333	514,603	-
Total capital assets, not being depreciated	<u>471,270</u>	<u>69,333</u>	<u>514,603</u>	<u>26,000</u>
Capital assets, being depreciated				
Water plant	29,547,536	522,285	3,537	30,066,284
Lake intakes	4,356,678	-	-	4,356,678
Water mains	706,638	-	-	706,638
Machinery and equipment	194,496	-	-	194,496
Office furniture	32,949	-	17,886	15,063
Total capital assets, being depreciated	<u>34,838,297</u>	<u>522,285</u>	<u>21,423</u>	<u>35,339,159</u>
Less accumulated depreciation for:				
Water plant	11,130,016	590,905	3,100	11,717,821
Lake intakes	2,291,025	87,140	-	2,378,165
Water mains	593,882	10,726	-	604,608
Machinery and equipment	89,342	8,689	-	98,031
Office furniture	28,538	1,386	15,752	14,172
Total accumulated depreciation	<u>14,132,803</u>	<u>698,846</u>	<u>18,852</u>	<u>14,812,797</u>
Net capital assets, being depreciated	<u>20,705,494</u>	<u>(176,561)</u>	<u>2,571</u>	<u>20,526,362</u>
Capital assets, net	<u>\$21,176,764</u>	<u>\$(107,228)</u>	<u>\$517,174</u>	<u>\$20,552,362</u>

NORTHWEST OTTAWA WATER SYSTEM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2019

4. LONG-TERM DEBT

The following is a summary of the debt transactions of NOWS for the year ended June 30, 2019.

	<u>Balance July 1, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2019</u>	<u>Due Within One Year</u>
Contract payable to Ottawa County for Water System Improvement Build America Bonds. Payable in annual installments from \$140,000 to \$360,000 through 2034; interest at 2.9% to 7.25%	\$ 180,000	\$ -	\$180,000	\$ -	\$ -
Contract payable to Ottawa County for Water System Improvement Bonds. Payable in annual installments from \$150,000 to \$365,000 through 2034; interest at 2.5% to 4.0%	3,605,000	-	205,000	3,400,000	215,000
Contract payable to Ottawa County for 2016 Refunding Bonds. Payable in annual installments from \$175,000 to \$325,000 through 2034; interest at 4.0% to 5.0%	3,580,000	-	-	3,580,000	175,000
Total bonds	\$7,365,000	\$ -	\$385,000	\$6,980,000	\$390,000

The annual requirements to amortize all debt outstanding as of June 30, 2019 are as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>
2020	\$ 390,000	\$ 294,262
2021	405,000	280,812
2022	425,000	266,862
2023	445,000	251,626
2024	465,000	235,076
2025-2029	2,670,000	877,780
2030-2034	2,180,000	273,438
Total	\$6,980,000	\$2,479,856

All outstanding debt of the Authority is private placement debt.

NOWS charges participating municipalities to fund the payment of contracts payable to Ottawa County based on the water sales to each municipality. NOWS and the participating municipalities have pledged their full faith and credit for the repayment of the contracts. In the event of default, NOWS will be required to use general operating funds or levy an additional charge sufficient to pay the obligation, subject to applicable constitutional, statutory, and charter limitations.

NORTHWEST OTTAWA WATER SYSTEM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2019

5. BILLING ADJUSTMENT

NOWS bills its member governmental units for operations, debt, and capital replacement. Following is an analysis of the billing adjustment related to the operations of NOWS:

Amounts contractually allowed to collect as adjusted for actual expenses	\$ 1,310,688
Amounts billed for fiscal year prior to June 30	(1,310,688)
Working capital receivable	<u>91,223</u>
Total due from (to) member units	<u>\$ 91,223</u>

6. WORKING CAPITAL

In accordance with the master agreement with the member governmental units, the Administrative Committee of NOWS has agreed to maintain 5/24th of the operating expenses, excluding depreciation, for working capital.

Excess working capital may be refunded to the member governmental units at the discretion of the Administrative Committee. For the year ended June 30, 2019, the NOWS working capital was deficient by \$91,223.

7. RETIREMENT BENEFITS AND NET OTHER POST-EMPLOYMENT BENEFITS

NOWS leases employees from the City of Grand Haven, Michigan, which participates in a single-employer defined benefit pension and single employer defined benefit and defined contribution healthcare plan. NOWS pays the actuarially-determined annual costs of retirement and OPEB benefits to the City, releasing its responsibility for those costs in the future.

8. CONTINGENCIES

In the normal course of its activities, NOWS has become a party in various legal actions and subject to certain asserted or unasserted claims and assessments. NOWS is of the opinion that the outcome of any pending actions will not have a material effect on the NOWS financial position or results of operations.