

**OFFICE OF AUDITOR OF STATE  
STATE OF IOWA**

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Auditor of State

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**NEWS RELEASE**

FOR RELEASE

March 25, 2019

Contact: Marlys Gaston  
515/281-5834

Auditor of State Rob Sand today released an audit report on the City of Fairfield, Iowa.

The City's receipts totaled \$25,655,308 for the year ended June 30, 2018, an 18% increase over the prior year. The receipts included \$5,583,673 in property tax, \$196,053 from tax increment financing, \$7,214,357 from charges for service, \$1,538,397 from operating grants, contributions and restricted interest, \$2,715,302 from capital grants, contributions and restricted interest, \$832,944 from local option sales tax, \$173,927 from hotel/motel tax, \$55,226 from unrestricted interest on investments, \$7,032,686 of note proceeds and \$312,743 from other general receipts.

Disbursements for the year ended June 30, 2018 totaled \$26,336,989, a 35% increase over the prior year, and included \$2,421,067 for public safety, \$1,837,518 for debt service and \$1,466,551 for culture and recreation. Also, disbursements for business type activities totaled \$17,613,257.

The significant increase in receipts and disbursements is primarily due to the issuance of a revenue capital loan notes to provide funds for the City's sewer plant and line project. The City also redeemed of \$4,282,000 of a revenue capital loan anticipation note during the current fiscal year.

A copy of the audit report is available for review on the Auditor of State's web site at <https://auditor.iowa.gov/reports/audit-reports/>.

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**CITY OF FAIRFIELD**

**INDEPENDENT AUDITOR'S REPORTS**  
**BASIC FINANCIAL STATEMENTS**  
**SUPPLEMENTARY AND OTHER INFORMATION**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**JUNE 30, 2018**

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**City of Fairfield**

**Officials**

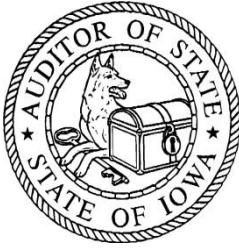
**(Before January 2018)**

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Edward Malloy	Mayor	Jan 2018
John F. Revolinski	Mayor Pro tem	Jan 2018
Doug Flournoy	Council Member	Jan 2018
Michael Halley	Council Member	Jan 2018
Katy Anderson	Council Member	Jan 2020
Daryn Hamilton	Council Member	(Resigned Dec 2018)
Martha Rasmussen	Council Member	Jan 2020
Tom Thompson	Council Member	Jan 2020
Mike Harmon	City Administrator	Resigned Aug 2017
Aaron Kooiker (Appointed Nov 2017)	City Administrator	Indefinite
Joy Messer	City Clerk	Retired Oct 2017
Rebekah Loper (Appointed Oct 2017)	City Clerk	Indefinite
John Morrissey	City Attorney	Indefinite

**(After January 2018)**

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Edward Malloy	Mayor	Jan 2022
Michael Halley	Mayor Pro tem	Jan 2022
Katy Anderson	Council Member	Jan 2020
Tom Twohill (Appointed Jan 2018)	Council Member	Nov 2019
Martha Rasmussen	Council Member	Jan 2020
Tom Thompson	Council Member	Jan 2020
Doug Flournoy	Council Member	Jan 2022
Paul Gandy	Council Member	Jan 2022
Aaron Kooiker	City Administrator	Indefinite
Rebekah Loper	City Clerk	Indefinite
John Morrissey	City Attorney	Indefinite

**City of Fairfield**



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Independent Auditor's Report

To the Honorable Mayor and Members of the City Council:

Report on the Financial Statements

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 Fairfield, Iowa, as of and for the year ended June 30, 2018, and the related Notes to Financial Statements, which collectively comprise the City's basic financial statements 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 the cash basis of accounting described in Note 1. This includes determining the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. This includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with U.S. generally accepted auditing standards 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 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 City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe 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 cash basis 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 Fairfield as of June 30, 2018, and the respective changes in its cash basis financial position for the year then ended in accordance with the basis of accounting described in Note 1.

## Basis of Accounting

As discussed in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a basis of accounting other than U.S. generally accepted accounting principles. Our opinions are not modified with respect to this matter.

## Emphasis of a Matter

As discussed in Note 6 to the financial statements, City of Fairfield adopted new accounting guidance related to Governmental Accounting Standards Board (GASB) Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. Our opinions are not modified with respect to this matter.

## Other Matters

### *Supplementary and Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Fairfield's basic financial statements. We previously audited, in accordance with the standards referred to in the third paragraph of this report, the financial statements for the five years ended June 30, 2017 and the two years ended June 30, 2010 (which are not presented herein) and expressed unmodified opinions on those financial statements which were prepared on the basis of cash receipts and disbursements. The financial statements for the two years ended June 30, 2012 (which are not presented herein) were audited by another auditor who expressed unmodified opinions on those financial statements which were prepared on the basis of cash receipts and disbursements. The supplementary information included in Schedules 1 through 6, including the Schedule of Expenditures of Federal Awards required by Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance), is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. 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 U.S. generally accepted auditing standards. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The other information, Management's Discussion and Analysis, the Budgetary Comparison Information, the Schedule of the City's Proportionate Share of the Net Pension Liability and the Schedule of City Contributions on pages 9 through 15 and 46 through 53, has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated March 20, 2019 on our consideration of the City of Fairfield'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 solely 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 effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City of Fairfield's internal control over financial reporting and compliance.



ROB SAND  
Auditor of State

March 20, 2019



**City of Fairfield**

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

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The City of Fairfield provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2018. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

### **2018 FINANCIAL HIGHLIGHTS**

- Receipts of the City's governmental activities decreased 3.2%, or approximately \$354,000, from fiscal year 2017 to fiscal year 2018, primarily due to a decrease in capital grants, contributions and restricted interest of approximately \$1,064,000 offset by an increase in note proceeds of \$750,000.
- Disbursements of the City's governmental activities decreased 6.4%, or approximately \$594,000, from fiscal year 2017 to fiscal year 2018. Capital project disbursements decreased approximately \$779,000 in fiscal year 2018 due to progress made on the facade and road construction projects in the prior year.
- The City's total cash basis net position decreased 6.4%, or approximately \$681,000, from June 30, 2017 to June 30, 2018. Of this amount, the net position of the governmental activities increased approximately \$2,060,000 and the net position of the business type activities decreased approximately \$2,741,000.

### **USING THIS ANNUAL REPORT**

The annual report consists of a series of financial statements and other information, as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the City's financial activities.

The Government-wide Financial Statement consists of a Cash Basis Statement of Activities and Net Position. This statement provides information about the activities of the City as a whole and presents an overall view of the City's finances.

The Fund Financial Statements tell how governmental services were financed as well as what remains for future spending. Fund financial statements report the City's operations in more detail than the government-wide financial statement by providing information about the most significant funds.

Notes to Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

Other Information further explains and supports the financial statements with a comparison of the City's budget for the year and the City's proportionate share of the net pension liability and related contributions.

Supplementary Information provides detailed information about the nonmajor governmental and enterprise funds and the City's indebtedness. In addition, the Schedule of Expenditures of Federal Awards provides details of various federal programs benefiting the City.

## **BASIS OF ACCOUNTING**

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles. Therefore, when reviewing the financial information and discussion within this annual report, readers should keep in mind the limitations resulting from the use of the cash basis of accounting.

## **REPORTING THE CITY'S FINANCIAL ACTIVITIES**

### *Government-wide Financial Statement*

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Cash Basis Statement of Activities and Net Position reports information which helps answer this question.

The Cash Basis Statement of Activities and Net Position presents the City's net position. Over time, increases or decreases in the City's net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Cash Basis Statement of Activities and Net Position is divided into two kinds of activities:

- Governmental Activities include public safety, public works, culture and recreation, community and economic development, general government, debt service and capital projects. Property tax and state and federal grants finance most of these activities.
- Business Type Activities include the waterworks, the sanitary sewer system, the airport and the solid waste collection system. These activities are financed primarily by user charges.

### *Fund Financial Statements*

The City has two kinds of funds:

- 1) Governmental funds account for most of the City's basic services. These focus on how money flows into and out of those funds and the balances at year-end that are available for spending. The governmental funds include: 1) the General Fund, 2) the Special Revenue Funds, such as Road Use Tax, Local Option Sales Tax and Employee Benefits, 3) the Debt Service Fund, 4) the Capital Projects Fund and 5) the Permanent Fund. The governmental fund financial statements provide a detailed view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statement for governmental funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

- 2) Proprietary funds account for the City's Enterprise Funds. Enterprise Funds are used to report business type activities. The City maintains four Enterprise Funds to provide separate information for the Water and Sewer Funds, major funds of the City, and the Airport and Solid Waste Funds.

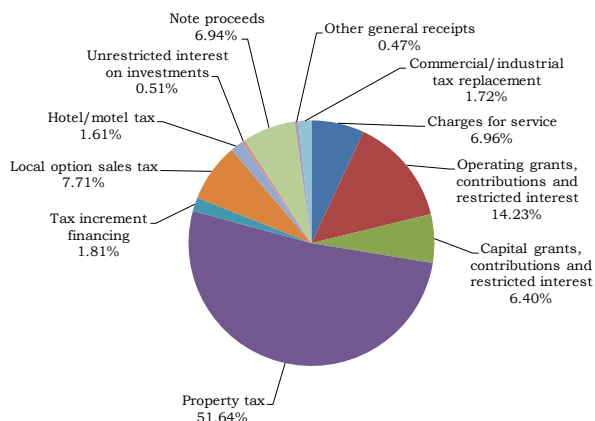
The required financial statement for proprietary funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

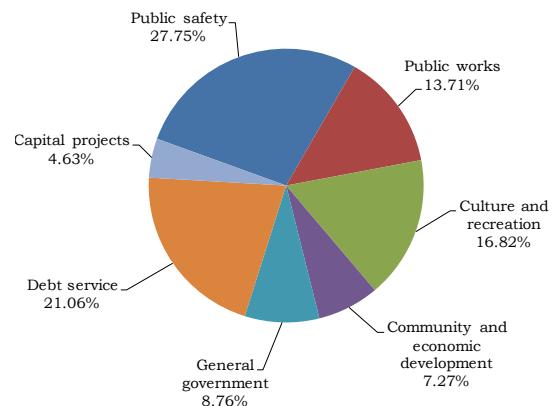
Net position may serve over time as a useful indicator of financial position. The City's cash balance for governmental activities increased from a year ago, increasing from approximately \$3,852,000 to approximately \$5,912,000. The analysis that follows focuses on the changes in cash basis net position of governmental activities.

Changes in Cash Basis Net Position of Governmental Activities (Expressed in Thousands)		
	Year ended June 30,	
	2018	2017
Receipts:		
Program receipts:		
Charges for service	\$ 752	732
Operating grants, contributions and restricted interest	1,538	1,532
Capital grants, contributions and restricted interest	692	1,756
General receipts:		
Property tax	5,584	5,568
Tax increment financing	196	215
Local option sales tax	833	950
Hotel/motel tax	174	195
Commercial/industrial tax replacement	186	194
Unrestricted interest on investments	55	5
Note proceeds	750	-
Other general receipts	51	18
<b>Total receipts</b>	<b>10,811</b>	<b>11,165</b>
Disbursements:		
Public safety	2,421	2,372
Public works	1,196	1,138
Culture and recreation	1,467	1,673
Community and economic development	634	265
General government	764	723
Debt service	1,837	1,963
Capital projects	404	1,183
<b>Total disbursements</b>	<b>8,723</b>	<b>9,317</b>
Change in cash basis net position before transfers	2,088	1,848
Transfers, net	(28)	(19)
Change in cash basis net position	2,060	1,829
Cash basis net position beginning of year	3,852	2,023
<b>Cash basis net position end of year</b>	<b>\$ 5,912</b>	<b>3,852</b>

**Receipts by Source**



**Disbursements by Function**



The City's total receipts for governmental activities decreased 3.2%, or approximately \$354,000, from the prior year. Capital grants, contributions and restricted interest decreased approximately \$1,064,000 primarily due to fewer donations received for the pool and recreation center project. This decrease was offset by the issuance of \$750,000 of general obligation loan notes during fiscal year 2018. The total cost of all programs and services decreased approximately \$594,000, or 6.4%. The decrease in disbursements was primarily due to fewer capital project disbursements since progress was made on the facade and road construction projects in the prior year.

The City's property tax rates for fiscal year 2018 decreased \$0.21078 per \$1,000 of assessed valuation compared to fiscal year 2017. Property tax is budgeted to decrease approximately \$188,000 in fiscal year 2019 due to a decrease in property valuations and a decrease in tax levies.

The cost of governmental activities this year was approximately \$8,723,000 compared to approximately \$9,317,000 last year. However, as shown in the Cash Basis Statement of Activities and Net Position, the amount taxpayers ultimately financed for these activities was approximately \$5,742,000 because some of the cost was paid by those directly benefiting from the programs (approximately \$752,000) or by other governments and organizations which subsidized certain programs with grants, contributions and restricted interest (approximately \$2,230,000). Overall, the City's governmental activities program receipts, including intergovernmental aid and fees for service, decreased in fiscal year 2018 from approximately \$4,020,000 to approximately \$2,982,000. The City paid for the remaining "public benefit" portion of governmental activities with property tax (some of which could only be used for certain programs) and other receipts, such as interest, local option sales tax and other general receipts.

Changes in Cash Basis Net Position of Business Type Activities		
(Expressed in Thousands)		
	Year ended June 30,	
	2018	2017
Receipts:		
Program receipts:		
Charges for service:		
Water	\$ 2,801	2,668
Sewer	3,050	2,869
Airport	46	19
Solid waste	566	571
Capital grants, contributions, and restricted interest	2,023	140
General receipts:		
Note proceeds	6,283	4,232
Other general receipts	75	66
Total receipts	<u>14,844</u>	<u>10,565</u>
Disbursements:		
Water	2,262	2,400
Sewer	14,716	6,994
Airport	128	244
Solid waste	507	516
Total disbursements	<u>17,613</u>	<u>10,154</u>
Change in cash basis net position before transfers	(2,769)	411
Transfers, net	28	19
Change in cash basis net position	(2,741)	430
Cash basis net position beginning of year	<u>6,717</u>	<u>6,287</u>
Cash basis net position end of year	<u>\$ 3,976</u>	<u>6,717</u>

Total business type activities receipts for the fiscal year were approximately \$14,844,000 compared to approximately \$10,565,000 last year. This increase was primarily due to increases in sewer revenue note proceeds and capital grants, contributions and restricted interest received in the current year. During fiscal year 2018, the City issued \$4,282,000 of sewer revenue notes to pay off sewer revenue anticipation notes and \$2,000,686 of sewer revenue anticipation notes to fund sewer construction. The City also received a \$2,023,000 USDA grant to help fund sewer construction. The cash balance decreased approximately \$2,741,000 from the prior year. Total disbursements for the fiscal year increased from approximately \$10.2 million in fiscal year 2017 to approximately \$17.6 million in fiscal year 2018 due to the sewer construction project.

### **INDIVIDUAL MAJOR GOVERNMENTAL FUND ANALYSIS**

As the City of Fairfield completed the year, its governmental funds reported a combined fund balance of \$5,911,862, an increase of \$2,059,982 over last year's total of \$3,851,880. The following are the major reasons for the changes in fund balances of the major funds from the prior year.

- The General Fund cash balance increased \$925,731 over the prior year to \$2,995,197. Disbursements decreased \$17,714. In addition, receipts increased approximately \$90,568, or 2.1%. The General Fund balance has increased for the past two years due to receipts exceeding disbursements.
- The Special Revenue, Road Use Tax Fund cash balance increased \$110,168 to \$549,934. Receipts and disbursements increased \$36,659 and \$30,238, respectively.
- The Special Revenue, Local Option Sales Tax Fund cash balance increased \$21,377 to \$115,768. Receipts and disbursements decreased \$116,490 and \$6,974, respectively.
- The Special Revenue, Employee Benefits Fund cash balance decreased \$34,055 from the prior year to \$239,188. Receipts increased \$213,878, primarily due to an increase in property taxes. Disbursements increased \$64,647 due to an increased cost of benefits.
- The Special Revenue, Tax Increment Financing Fund cash balance increased \$633,283 over the prior year to \$937,238. The City received \$750,000 of general obligation capital loan proceeds during the fiscal year.
- The Debt Service Fund cash balance decreased \$22,785 from the prior year to \$369,021. Receipts decreased \$188,672 due to decreased property tax receipts and disbursements decreased \$123,033.
- The Capital Projects Fund cash balance increased \$460,412 to \$25,092. The increase is primarily due to collection of pledges for the pool and recreation facility project. The City expects to continue to receive donations in future years and has eliminated the deficit balance.
- The Permanent, Library Endowment Fund cash balance increased \$2,814 over the prior year to \$476,870.

## INDIVIDUAL MAJOR BUSINESS TYPE FUND ANALYSIS

- The Enterprise, Water Fund cash balance increased \$544,769 to \$2,015,589, primarily the result of an increase in water rates during the fiscal year.
- The Enterprise, Sewer Fund cash balance decreased \$3,359,384 to \$1,729,122. The City received \$2,050,687 more in revenue note proceeds than the prior year. Capital improvement disbursements increased \$2,522,096 and debt service disbursements increased \$5,153,461 over the prior year. The City continues progress on sewer plant and line improvement projects.

## BUDGETARY HIGHLIGHTS

Over the course of the year, the City amended its budget one time on June 11, 2018. The amendment resulted in an increase in tax increment financing of \$763,000 primarily for \$750,000 of received proceeds from a general obligation capital loan note issued during the year. Although the City budgeted the note proceeds as tax increment financing receipts, the proceeds were reported as an other financing source. The City's receipts were \$15,894,119 less than budgeted. Charges for service actual receipts were approximately \$17.9 million less than budgeted. This was primarily due to the City anticipating more sewer revenue capital loan note proceeds than were received during the year. In addition, the City budgeted the loan proceeds as charges for service receipts rather than other financing sources.

The City exceeded the amounts budgeted in the public safety, community and economic development, general government and capital projects functions for the year ended June 30, 2018.

## DEBT ADMINISTRATION

At June 30, 2018, the City had approximately \$21,491,000 of bonds and other long-term debt outstanding, compared to approximately \$21,661,000 last year, as shown below.

	Outstanding Debt at Year-End	
	(Expressed in Thousands)	
	June 30,	
	2018	2017
General obligation bonds	\$ 845	1,440
General obligation capital loan notes	7,661	7,802
Revenue bonds	150	220
Revenue capital loan notes	9,787	6,132
Interim sewer revenue project notes	1,047	1,785
Sewer revenue capital loan anticipation note	2,001	4,282
Total	<u>\$ 21,491</u>	<u>21,661</u>

During the year, the City issued \$750,000 of general obligation capital loan notes for urban renewal projects. The City also issued \$2.0 million of sewer revenue anticipation notes for a sewer construction project and \$4.3 million of sewer revenue capital loan notes to redeem a \$4.3 million project anticipation note. Debt outstanding decreased compared to the prior year as a result of current year principal payments exceeding additional debt issued.

The City's general obligation bond rating is A by Standard & Poor's rating services. The Constitution of the State of Iowa limits the amount of general obligation debt cities can issue to 5% of the assessed value of all taxable property within the City's corporate limits. The City's outstanding general obligation debt of approximately \$8.5 million, including \$66,821 appropriated for a tax increment financing rebate agreement, is significantly below its constitutional debt limit of approximately \$28.1 million. Additional information about the City's long term debt is presented in Note 3 to the financial statements.

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

The elected and appointed officials of the City of Fairfield considered many factors when setting the fiscal year 2019 budget, tax rates and fees for various City services. One of those factors is the economy. Average unemployment for 2018 in Jefferson County was 2.3% versus 3.1% a year ago. This compares with the State's unemployment rate of 2.7% and the national rate of 4.0%.

These indicators were taken into account when adopting the budget for fiscal year 2019. Disbursements are budgeted to decrease approximately \$6.9 million from fiscal year 2018. This decrease is primarily due to less budgeted in the business type activities function because less sewer capital project disbursements are expected. The City has added no new programs to the fiscal year 2019 budget.

If these estimates are realized, the City's budgeted cash balance is expected to increase approximately \$735,000 by the close of fiscal year 2019.

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

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Rebekah Loper, City Clerk, 118 South Main Street, Fairfield, Iowa 52556-0850.



**City of Fairfield**

## **Basic Financial Statements**

City of Fairfield

Cash Basis Statement of Activities and Net Position

As of and for the year ended June 30, 2018

	Disbursements	Program Receipts		
		Charges for Service	Operating Grants, Contributions and Restricted Interest	Capital Grants, Contributions and Restricted Interest
<b>Functions/Programs:</b>				
<b>Primary Government:</b>				
Governmental activities:				
Public safety	\$ 2,421,067	64,385	138,305	-
Public works	1,195,957	14,284	1,207,513	-
Culture and recreation	1,466,551	516,362	192,162	-
Community and economic development	634,362	52,151	-	-
General government	764,198	104,574	417	-
Debt service	1,837,518	-	-	-
Capital projects	404,079	-	-	691,891
Total governmental activities	8,723,732	751,756	1,538,397	691,891
Business type activities:				
Water	2,262,132	2,800,705	-	-
Sewer	14,715,804	3,050,323	-	2,023,411
Airport	127,832	46,157	-	-
Solid waste	507,489	565,416	-	-
Total business type activities	17,613,257	6,462,601	-	2,023,411
<b>Total Primary Government</b>	<b>\$ 26,336,989</b>	<b>7,214,357</b>	<b>1,538,397</b>	<b>2,715,302</b>
<b>Component Unit:</b>				
Fairfield Public Library Foundation	\$ 104,041	-	267,111	-
<b>General Receipts and Transfers:</b>				
Property and other city tax levied for:				
General purposes				
Debt service				
Tax increment financing				
Local option sales tax				
Hotel/motel tax				
Commercial/industrial tax replacement				
Unrestricted interest on investments				
Note proceeds				
Farm rent				
Miscellaneous				
Transfers				
Total general receipts and transfers				
Change in cash basis net position				
Cash basis net position beginning of year				
Cash basis net position end of year				
<b>Cash Basis Net Position</b>				
Restricted:				
Nonexpendable:				
Permanent Fund				
Expendable:				
Streets				
Debt service				
Health plan trustee				
Other purposes				
Unrestricted				
<b>Total cash basis net position</b>				

See notes to financial statements.

Net (Disbursements) Receipts and Changes in Cash Basis Net Position			
Primary Government			Component Unit
Governmental Activities	Business Type Activities	Total	Fairfield Public Library Foundation
(2,218,377)	-	(2,218,377)	
25,840	-	25,840	
(758,027)	-	(758,027)	
(582,211)	-	(582,211)	
(659,207)	-	(659,207)	
(1,837,518)	-	(1,837,518)	
287,812	-	287,812	
(5,741,688)	-	(5,741,688)	
-	538,573	538,573	
-	(9,642,070)	(9,642,070)	
-	(81,675)	(81,675)	
-	57,927	57,927	
-	(9,127,245)	(9,127,245)	
(5,741,688)	(9,127,245)	(14,868,933)	
			163,070
4,304,504	-	4,304,504	-
1,279,169	-	1,279,169	-
196,053	-	196,053	-
832,944	-	832,944	-
173,927	-	173,927	-
186,477	-	186,477	-
55,226	-	55,226	-
750,000	6,282,686	7,032,686	-
-	68,600	68,600	-
51,470	6,196	57,666	-
(28,100)	28,100	-	-
7,801,670	6,385,582	14,187,252	-
2,059,982	(2,741,663)	(681,681)	163,070
3,851,880	6,717,362	10,569,242	1,070,958
\$ 5,911,862	3,975,699	9,887,561	1,234,028
\$ 476,870	-	476,870	-
549,922	-	549,922	-
912,612	660,478	1,573,090	-
97,406	49,621	147,027	-
1,047,331	-	1,047,331	-
2,827,721	3,265,600	6,093,321	1,234,028
\$ 5,911,862	3,975,699	9,887,561	1,234,028

City of Fairfield

Statement of Cash Receipts, Disbursements  
and Changes in Cash Balances  
Governmental Funds

As of and for the year ended June 30, 2018

	Special Revenue				
	General	Road Use Tax	Local Option Sales Tax	Employee Benefits	Urban Renewal Tax Increment Financing
Receipts:					
Property tax	\$ 3,085,696	-	-	983,391	-
Tax increment financing	-	-	-	-	196,053
Other city tax	173,927	-	832,944	-	-
Licenses and permits	173,089	-	-	-	-
Use of money and property	55,226	-	-	-	-
Intergovernmental	331,449	1,207,513	-	31,116	9,831
Charges for service	530,990	-	-	-	-
Special assessments	-	-	-	-	-
Miscellaneous	51,484	4,042	-	33,376	-
Total receipts	4,401,861	1,211,555	832,944	1,047,883	205,884
Disbursements:					
Operating:					
Public safety	1,848,957	-	67,705	474,644	-
Public works	-	1,103,514	-	92,443	-
Culture and recreation	1,234,054	-	27,143	113,029	-
Community and economic development	250,569	-	11,772	30,302	322,601
General government	556,191	-	1,120	206,887	-
Debt service	-	-	78,368	-	-
Capital projects	-	-	-	-	-
Total disbursements	3,889,771	1,103,514	186,108	917,305	322,601
Excess (deficiency) of receipts over (under) disbursements	512,090	108,041	646,836	130,578	(116,717)
Other financing sources (uses):					
Transfers in	441,741	2,127	-	-	-
Transfers out	(28,100)	-	(625,459)	(164,633)	-
Note proceeds	-	-	-	-	750,000
Total other financing sources (uses)	413,641	2,127	(625,459)	(164,633)	750,000
Change in cash balances	925,731	110,168	21,377	(34,055)	633,283
Cash balances beginning of year	2,069,466	439,766	94,391	273,243	303,955
Cash balances end of year	\$ 2,995,197	549,934	115,768	239,188	937,238
<b>Cash Basis Fund Balances</b>					
Nonspendable - Library endowment	\$ -	-	-	-	-
Restricted for:					
Streets	-	549,922	-	-	-
Debt service	-	-	115,768	-	427,823
Health plan trustee	-	12	-	97,394	-
Other purposes	167,284	-	-	141,794	509,415
Unassigned	2,827,913	-	-	-	-
Total cash basis fund balances	\$ 2,995,197	549,934	115,768	239,188	937,238

See notes to financial statements.

Debt Service	Capital Projects	Permanent		Total
		Library Endowment	Nonmajor	
1,279,169	235,417	-	-	5,583,673
-	-	-	-	196,053
-	-	-	-	1,006,871
-	-	-	-	173,089
-	-	2,814	17,348	75,388
40,723	238,605	-	15,310	1,874,547
-	-	-	-	530,990
-	25,718	-	-	25,718
-	435,000	-	71,581	595,483
1,319,892	934,740	2,814	104,239	10,061,812
-	-	-	29,761	2,421,067
-	-	-	-	1,195,957
-	-	-	92,323	1,466,549
-	-	-	19,118	634,362
-	-	-	-	764,198
1,759,150	-	-	-	1,837,518
-	404,079	-	-	404,079
1,759,150	404,079	-	141,202	8,723,730
(439,258)	530,661	2,814	(36,963)	1,338,082
416,473	-	-	5,000	865,341
-	(70,249)	-	(5,000)	(893,441)
-	-	-	-	750,000
416,473	(70,249)	-	-	721,900
(22,785)	460,412	2,814	(36,963)	2,059,982
391,806	(435,320)	474,056	240,517	3,851,880
369,021	25,092	476,870	203,554	5,911,862
-	-	476,870	-	476,870
-	-	-	-	549,922
369,021	-	-	-	912,612
-	-	-	-	97,406
-	25,092	-	203,746	1,047,331
-	-	-	(192)	2,827,721
369,021	25,092	476,870	203,554	5,911,862

**City of Fairfield**

## City of Fairfield

Statement of Cash Receipts, Disbursements  
and Changes in Cash Balances  
Proprietary Funds

As of and for the year ended June 30, 2018

	Enterprise			
	Water	Sewer	Nonmajor	Total
Operating receipts:				
Use of money and property	\$ -	-	40,400	40,400
Charges for service	2,740,826	3,040,054	567,268	6,348,148
Miscellaneous	59,879	10,269	3,905	74,053
Total operating receipts	2,800,705	3,050,323	611,573	6,462,601
Operating disbursements:				
Business type activities	1,753,516	1,061,443	635,321	3,450,280
Excess (deficiency) of operating receipts over (under) operating disbursements	1,047,189	1,988,880	(23,748)	3,012,321
Non-operating receipts (disbursements):				
Revenue note proceeds	-	6,282,686	-	6,282,686
Farm rent	-	-	68,600	68,600
Intergovernmental	-	2,023,411	-	2,023,411
Miscellaneous	6,196	-	-	6,196
Capital outlay	(88,155)	(8,178,080)	-	(8,266,235)
Debt service	(420,461)	(5,476,281)	-	(5,896,742)
Net non-operating receipts (disbursements)	(502,420)	(5,348,264)	68,600	(5,782,084)
Excess of receipts over disbursements	544,769	(3,359,384)	44,852	(2,769,763)
Transfers in	-	-	28,100	28,100
Change in cash balances	544,769	(3,359,384)	72,952	(2,741,663)
Cash balances beginning of year	1,470,820	5,088,506	158,036	6,717,362
Cash balances end of year	\$ 2,015,589	1,729,122	230,988	3,975,699
<b>Cash Basis Fund Balances</b>				
Restricted for:				
Debt service	\$ 479,639	180,839	-	660,478
Health plan trustee	29,503	20,118	-	49,621
Unrestricted	1,506,447	1,528,165	230,988	3,265,600
Total cash basis fund balances	\$ 2,015,589	1,729,122	230,988	3,975,699

See notes to financial statements.



**City of Fairfield**

City of Fairfield

Notes to Financial Statements

June 30, 2018

**(1) Summary of Significant Accounting Policies**

The City of Fairfield is a political subdivision of the State of Iowa located in Jefferson County. It was first incorporated in 1847 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a non-partisan basis. The City provides numerous services to citizens, including public safety, public works, culture and recreation, community and economic development and general government services. The City also provides water, sewer, solid waste and airport services for its citizens.

A. Reporting Entity

For financial reporting purposes, the City of Fairfield has included all funds, organizations, agencies, boards, commissions and authorities. The City has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the City.

These financial statements present the City of Fairfield (the primary government) and its component units. The component units discussed below are included in the City's reporting entity because of the significance of their operational or financial relationship with the City.

Blended Component Units

The Fairfield Parks and Recreation Foundation was established as a non-profit corporation in accordance with Chapter 504A of the Code of Iowa. This non-profit corporation is legally separate from the City but is so intertwined with the City it is, in substance, the same as the City. Their purpose is to benefit the City of Fairfield (the primary government) by soliciting contributions and managing those funds. In accordance with criteria set forth by the Governmental Accounting Standards Board, the Fairfield Parks and Recreation Foundation meets the definition of a component unit which should be blended. The financial activity of the component unit has been blended as a Special Revenue Fund of the City.

Discretely Presented Component Unit

The Fairfield Public Library Foundation was established as a non-profit corporation in accordance with Chapter 504A of the Code of Iowa. Its purpose is to benefit the City of Fairfield (the primary government) by soliciting contributions and managing those funds. In accordance with criteria set forth by the Governmental Accounting Standards Board, the Fairfield Public Library Foundation meets the definition of a component unit which should be discretely presented. Based on these criteria, the economic resources received or held by the Fairfield Public Library Foundation are substantially for the direct benefit of the City of Fairfield Library.

### Jointly Governed Organizations

The City participates in several jointly governed organizations that provide goods or services to the citizenry of the City but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. City officials are members of the following boards and commissions: Jefferson County Assessor's Conference Board, Jefferson County Emergency Management Agency and Jefferson County 911 Joint Service Board. The City also participates in the Jefferson County Regional Service Agency, a jointly governed organization established pursuant to Chapter 28E of the Code of Iowa.

### B. Basis of Presentation

Government-wide Financial Statement – The Cash Basis Statement of Activities and Net Position reports information on all of the nonfiduciary activities of the City and its component units. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental receipts, are reported separately from business type activities, which rely to a significant extent on fees and charges for service.

The Cash Basis Statement of Activities and Net Position presents the City's nonfiduciary net position. Net position is reported in the following categories/components:

Nonexpendable restricted net position is subject to externally imposed stipulations which require the cash balance to be maintained permanently by the City, including the City's Permanent Fund.

Expendable restricted net position results when constraints placed on the use of cash balances are either externally imposed or are imposed by law through constitutional provisions or enabling legislation. Enabling legislation did not result in any restricted net position.

Unrestricted net position consists of cash balances not meeting the definition of the preceding categories. Unrestricted net position is often subject to constraints imposed by management which can be removed or modified.

The Cash Basis Statement of Activities and Net Position demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants, contributions and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

Fund Financial Statements – Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds and all remaining proprietary funds are aggregated and reported as nonmajor proprietary funds.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts from general and emergency levies and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs not paid from other funds.

Special Revenue:

The Road Use Tax Fund is used to account for the road use tax allocation from the State of Iowa to be used for road construction and maintenance.

The Local Option Sales Tax Fund is used to account for the collection and use of local option sales tax.

The Employee Benefits Fund is used to account for the collection and use of property tax for pension, retirement and insurance benefits.

The Urban Renewal Tax Increment Financing Fund is used to account for tax increment financing collections and the repayment of tax increment financing indebtedness.

The Debt Service Fund is utilized to account for property tax and other receipts to be used for the payment of interest and principal on the City's general long-term debt.

The Capital Projects Fund is utilized to account for all resources used in the acquisition and construction of capital facilities with the exception of those financed through enterprise funds.

The Permanent, Library Endowment Fund is used to account for the collection and use of funds given to the library for endowment purposes.

The City reports the following major proprietary funds:

The Enterprise, Water Fund accounts for the operation and maintenance of the City's water system.

The Enterprise, Sewer Fund accounts for the operation and maintenance of the City's wastewater treatment and sanitary sewer systems.

C. Measurement Focus and Basis of Accounting

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants and general receipts. Thus, when program disbursements are paid, there are both restricted and unrestricted cash basis net position available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants and then by general receipts.

When a disbursement in governmental funds can be paid using either restricted or unrestricted resources, the City’s policy is generally to first apply the disbursement toward restricted fund balance and then to less-restrictive classifications – committed, assigned and then unassigned fund balances.

Proprietary funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

**D. Governmental Cash Basis Fund Balances**

In the governmental fund financial statement, cash basis fund balances are classified as follows:

Nonspendable – Amounts which cannot be spent because they are legally or contractually required to be maintained intact.

Restricted – Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, grantors or state or federal laws or are imposed by law through constitutional provisions or enabling legislation.

Unassigned – All amounts not included in the preceding classifications.

**E. Budgets and Budgetary Accounting**

The budgetary comparison and related disclosures are reported as Other Information. During the year ended June 30, 2018, disbursements exceeded the amounts budgeted in the public safety, community and economic development, general government and capital projects functions.

**(2) Cash and Pooled Investments**

The City’s deposits in banks at June 30, 2018 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to ensure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

At June 30, 2018, the City had the following investments:

Investment	Carrying Amount	Fair Value	Maturity
Library mutual funds	\$ 7,997	18,685	N/A
Library stocks, donated	509	2,289	N/A
Park and recreation foundation mutual funds	5,559	7,695	N/A
Park and recreation foundation stocks	5,121	19,437	N/A

The City uses the fair value hierarchy established by generally accepted accounting principles based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, Level 3 inputs are significant unobservable inputs.

The recurring fair value of the stocks and mutual funds were determined using quoted market prices. (Level 1 inputs)

At June 30, 2018, the Fairfield Public Library Foundation (Foundation), a discretely presented component unit, had the following investments:

Investment	Carrying Amount	Fair Value	Maturity
Mutual funds	\$ 1,215,219	1,603,800	N/A

The Foundation uses the fair value hierarchy established by generally accepted accounting principles based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, Level 3 inputs are significant unobservable inputs.

The recurring fair value of the Foundation’s mutual funds were determined using quoted market prices. (Level 1 inputs)

Interest rate risk – The City’s investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) to instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days, but the maturities shall be consistent with the needs and use of the City.

Credit risk – The investments in mutual funds are unrated.

Concentration of Credit Risk – The City and the Foundation place no limit on the amount that may be invested in any one issuer. However, the City’s policy requires the City to diversify its investments to eliminate the risk of loss resulting from the over concentration of assets in a specific maturity, issuer or class of securities.

**(3) Bonds and Notes Payable**

Annual debt service requirements to maturity for general obligation bonds, general obligation capital loan notes, local option sales and services tax revenue bonds and revenue capital loan notes are as follows:

Year Ending June 30,	General Obligation				Local Option Sales and Services Tax Revenue Bonds	
	Bonds		Capital Loan Notes		Principal	Interest
	Principal	Interest	Principal	Interest		
2019	\$ 200,000	26,617	866,000	236,360	75,000	4,875
2020	205,000	20,617	828,000	212,375	75,000	1,650
2021	215,000	14,468	768,000	188,095	-	-
2022	220,000	7,480	801,000	164,715	-	-
2023	-	-	749,000	145,605	-	-
2024-2028	-	-	1,923,000	473,435	-	-
2029-2033	-	-	1,473,000	195,020	-	-
2034-2038	-	-	253,000	8,855	-	-
<b>Total</b>	<b>\$ 840,000</b>	<b>69,182</b>	<b>7,661,000</b>	<b>1,624,460</b>	<b>150,000</b>	<b>6,525</b>

Year Ending June 30,	Revenue Capital Loan Notes		Total	
	Principal	Interest	Principal	Interest
	2019	\$ 657,893	219,365	1,798,893
2020	679,344	205,458	1,787,344	440,100
2021	699,825	191,098	1,682,825	393,661
2022	722,335	176,313	1,743,335	348,508
2023	744,876	161,041	1,493,876	306,646
2024-2028	1,678,600	640,623	3,601,600	1,114,058
2029-2033	1,626,062	405,646	3,099,062	600,666
2034-2038	505,089	273,411	758,089	282,266
2039-2043	558,162	220,338	558,162	220,338
2044-2048	616,815	161,685	616,815	161,685
2049-2053	681,628	96,872	681,628	96,872
2054-2058	616,548	26,322	616,548	26,322
<b>Total</b>	<b>\$ 9,787,177</b>	<b>2,778,172</b>	<b>18,438,177</b>	<b>4,478,339</b>

Local Option Sales and Services Tax Revenue Bonds

The City has pledged future local option sales tax receipts to repay \$550,000 of local option sales and services tax revenue bonds issued in June 2010. Proceeds from the bonds provided financing for the purchase of the Fairfield Arts and Convention Center. The bonds are payable through 2020. For the year ended June 30, 2018, annual principal and interest payments on the bonds required 9.3% of net receipts. The total principal and interest remaining to be paid on the bonds is \$156,525. For the current year, principal and interest paid and total local option sales tax receipts were \$77,867 and \$832,944, respectively.

The resolution providing for the issuance of the local option sales tax revenue bonds includes the following provisions:

- a) The bonds will only be redeemed from future local option sales tax receipts and the bond holders hold a lien on the future local option tax receipts received by the City.
- b) Sufficient monthly transfers shall be made to a separate local option sales tax sinking account for the purpose of making the bond principal and interest payments when due.
- c) A local option sales tax reserve account shall be established and maintained in the amount of \$55,000.

During the year ended June 30, 2018, the City did not make sufficient transfers to the sinking account.

#### Revenue Capital Loan Notes

The City has pledged future water customer receipts, net of specified operating disbursements, to repay \$5,797,000 of water revenue capital loan notes issued in February 2003. Proceeds from the notes provided financing for the construction of water main improvements and extensions. The notes are payable solely from water customer net receipts and are payable through 2023. During the year ended June 30, 2014, the Iowa Finance Authority reduced the interest rate from 3.0% to 1.75% per annum. The agreement also requires the City to annually pay a .25% servicing fee on the outstanding principal balance. Annual principal and interest payments on the notes required approximately 40% of net receipts. The total principal and interest remaining to be paid on the notes is \$2,160,986. For the current year, principal and interest paid and total customer net receipts were \$414,402 and \$1,047,189, respectively.

The City has pledged future sewer customer receipts, net of specified operating disbursements, to repay \$4,000,000, \$600,000 and 4,282,000 of sewer revenue capital loan notes issued in October 2011, November 2012 and August 2017, respectively. Proceeds from the notes provided financing for the construction of improvements to the sewer treatment plant. The notes are payable solely from sewer customer net receipts and are payable through 2058. The interest rates on the October 2011, November 2012 and August 2017 issues are 3.0%, 1.75% and 2.00% per annum, respectively. The agreements also require the City to annually pay a .25% servicing fee on the outstanding principal balance. Annual principal and interest payments on the notes required 22% of net receipts. The total principal and interest remaining to be paid on the notes is \$10,404,363. For the current year, principal and interest paid and total customer net receipts were \$430,970 and \$1,988,880, respectively.

The resolutions providing for the issuance of the water and sewer revenue capital loan notes include the following provisions:

- (a) The notes will only be redeemed from the future earnings of the enterprise activity and the note holders hold a lien on the future earnings of the fund.
- (b) Sufficient monthly transfers shall be made to a water revenue note sinking account and a sewer revenue note sinking account for the purpose of making the note principal and interest payments when due.
- (c) A water reserve account shall be established and maintained in the amount of \$444,648. No reserve account is required to be established for the sewer notes.



- (d) User rates shall be established and charged to customers of the utility, including the City, to produce and maintain net operating receipts at a level not less than 110% of the principal and interest coming due in the next succeeding year.

#### Interim Revenue Project Notes

On August 12, 2013, the City entered into an interest free interim revenue project note agreement with the Iowa Finance Authority for up to \$500,000 to be used for the purpose of paying costs of planning, designing and constructing improvements and extensions to the sanitary sewer system. On July 25, 2016 the City amended this agreement to extend the maturity date to August 23, 2019. During the year ended June 30, 2018, the City paid \$304,647 on the note leaving a balance of \$107,591 at June 30, 2018.

On April 14, 2014, the City entered into two interest free interim revenue project note agreements with the Iowa Finance Authority for up to \$1,075,000 and \$1,585,000, respectively, to be used for the purpose of paying costs of planning, designing and constructing improvements and extensions to the sanitary sewer system. On July 25, 2016, the City amended these agreements to extend the maturity dates to May 2, 2020. During the year ended June 30, 2018, the City paid \$423,384 and \$10,000, respectively, on the notes leaving balances of \$128,147 and \$811,539, respectively, at June 30, 2018.

The notes were issued pursuant to Chapters 76.13 and 384.24A of the Code of Iowa in anticipation of the receipt of and are payable from the proceeds of an authorized loan agreement and the corresponding issuance of sewer revenue bonds.

#### **(4) Sewer Revenue Capital Loan Anticipation Project Note**

On September 26, 2017, the City entered into a loan anticipation project note agreement with CoBank to borrow up to \$29,843,000 for sewer improvements. During the year ended June 30, 2018, the City received proceeds of \$2,000,686. The note bears a variable interest rate of 1.2% or greater per annum. For the year ending June 30, 2018, interest paid by the City totaled \$3,856. The note matures on June 1, 2020.

#### **(5) Pension Plans**

##### **Iowa Public Employees' Retirement System**

Plan Description – IPERS membership is mandatory for employees of the City, except for those covered by another retirement system. Employees of the City are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by the Iowa Public Employees' Retirement System (IPERS). IPERS issues a stand-alone financial report which is available to the public by mail at PO Box 9117, Des Moines, Iowa 50306-9117 or at [www.ipers.org](http://www.ipers.org).

IPERS benefits are established under Iowa Code Chapter 97B and the administrative rules thereunder. Chapter 97B and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

Pension Benefits – A Regular member may retire at normal retirement age and receive monthly benefits without an early-retirement reduction. Normal retirement age is age 65, any time after reaching age 62 with 20 or more years of covered employment or when the member's years of service plus the member's age at the last birthday equals or exceeds 88, whichever comes first. These qualifications must be met on the member's first month of entitlement to benefits. Members cannot begin receiving retirement benefits before age 55. The formula used to calculate a Regular member's monthly IPERS benefit includes:

- A multiplier based on years of service.
- The member's highest five-year average salary, except members with service before June 30, 2012 will use the highest three-year average salary as of that date if it is greater than the highest five-year average salary.

Protection occupation members may retire at normal retirement age, which is generally age 55. The formula used to calculate a protection occupation member's monthly IPERS benefit includes:

- 60% of average salary after completion of 22 years of service, plus an additional 1.5% of average salary for more than 22 years of service but not more than 30 years of service.
- The member's highest three-year average salary.

If a member retires before normal retirement age, the member's monthly retirement benefit will be permanently reduced by an early-retirement reduction. The early-retirement reduction is calculated differently for service earned before and after July 1, 2012. For service earned before July 1, 2012, the reduction is 0.25% for each month the member receives benefits before the member's earliest normal retirement age. For service earned on or after July 1, 2012, the reduction is 0.50% for each month the member receives benefits before age 65.

Generally, once a member selects a benefit option, a monthly benefit is calculated and remains the same for the rest of the member's lifetime. However, to combat the effects of inflation, retirees who began receiving benefits prior to July 1990 receive a guaranteed dividend with their regular November benefit payments.

Disability and Death Benefits – A vested member who is awarded federal Social Security disability or Railroad Retirement disability benefits is eligible to claim IPERS benefits regardless of age. Disability benefits are not reduced for early retirement. If a member dies before retirement, the member's beneficiary will receive a lifetime annuity or a lump-sum payment equal to the present actuarial value of the member's accrued benefit or calculated with a set formula, whichever is greater. When a member dies after retirement, death benefits depend on the benefit option the member selected at retirement.

Contributions – Contribution rates are established by IPERS following the annual actuarial valuation which applies IPERS' Contribution Rate Funding Policy and Actuarial Amortization Method. State statute limits the amount rates can increase or decrease each year to 1 percentage point. IPERS Contribution Rate Funding Policy requires the actuarial contribution rate be determined using the "entry age normal" actuarial cost method and the actuarial assumptions and methods approved by the IPERS Investment Board. The actuarial contribution rate covers normal cost plus the unfunded actuarial liability payment based on a 30-year amortization period. The payment to amortize the unfunded actuarial liability is determined as a level percentage of payroll based on the Actuarial Amortization Method adopted by the Investment Board.

In fiscal year 2018, pursuant to the required rate, Regular members contributed 5.95% of covered payroll and the City contributed 8.93% of covered payroll, for a total rate of 14.88%. Protection occupation members contributed 6.56% of covered payroll and the City contributed 9.84% of covered payroll, for a total rate of 16.40%.

The City's contributions to IPERS for the year ended June 30, 2018 were \$224,467.

Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At June 30, 2018, the City reported a liability of \$2,192,366 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2017 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions to IPERS relative to the contributions of all IPERS participating employers. At June 30, 2017, the City's proportion was 0.032912%, which was an increase of 0.000413% over its proportion measured as of June 30, 2016.

For the year ended June 30, 2018, the City's pension expense, deferred outflows of resources and deferred inflows of resources totaled \$310,644, \$434,534 and \$90,164, respectively.

There were no non-employer contributing entities to IPERS.

Actuarial Assumptions – The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, as follows:

Rate of inflation (effective June 30, 2017)	2.60% per annum.
Rates of salary increase (effective June 30, 2017)	3.25 to 16.25% average, including inflation. Rates vary by membership group.
Long-term investment rate of return (effective June 30, 2017)	7.00% compounded annually, net of investment expense, including inflation.
Wage growth (effective June 30, 2017)	3.25% per annum, based on 2.60% inflation and 0.65% real wage inflation.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of actuarial experience study dated March 24, 2017.

Mortality rates were based on the RP-2000 Mortality Table for Males or Females, as appropriate, with adjustments for mortality improvements based on Scale AA.

The long-term expected rate of return on IPERS' investments was determined using a building-block method in which best-estimate ranges of expected future real rates (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Asset Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity	24.0%	6.25%
International equity	16.0	6.71
Core plus fixed income	27.0	2.25
Public credit	3.5	3.46
Public real assets	7.0	3.27
Cash	1.0	(0.31)
Private equity	11.0	11.15
Private real assets	7.5	4.18
Private credit	3.0	4.25
Total	<u>100.0%</u>	

Discount Rate – The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed employee contributions will be made at the contractually required rate and contributions from the City will be made at contractually required rates, actuarially determined. Based on those assumptions, IPERS' fiduciary net position was projected to be available to make all projected future benefit payments to current active and inactive employees. Therefore, the long-term expected rate of return on IPERS' investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate 1% lower (6.00%) or 1% higher (8.00%) than the current rate.

	<u>1% Decrease (6.00%)</u>	<u>Discount Rate (7.00%)</u>	<u>1% Increase (8.00%)</u>
City's proportionate share of the net pension liability	\$ 3,667,822	2,192,366	952,759

IPERS' Fiduciary Net Position – Detailed information about IPERS' fiduciary net position is available in the separately issued IPERS financial report which is available on IPERS' website at [www.ipers.org](http://www.ipers.org).

## **Municipal Fire and Police Retirement System of Iowa (MFPRSI)**

Plan Description – MFPRSI membership is mandatory for fire fighters and police officers covered by the provisions of Chapter 411 of the Code of Iowa. Employees of the City are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by MFPRSI. MFPRSI issues a stand-alone financial report which is available to the public by mail at 7155 Lake Drive, Suite #201, West Des Moines, Iowa 50266 or at [www.mfprsi.org](http://www.mfprsi.org).

MFPRSI benefits are established under Chapter 411 of the Code of Iowa and the administrative rules thereunder. Chapter 411 of the Code of Iowa and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

Pension Benefits – Members with 4 or more years of service are entitled to pension benefits beginning at age 55. Full service retirement benefits are granted to members with 22 years of service, while partial benefits are available to those members with 4 to 22 years of service based on the ratio of years completed to years required (i.e., 22 years). Members with less than 4 years of service are entitled to a refund of their contribution only, with interest, for the period of employment.

Benefits are calculated based upon the member's highest 3 years of compensation. The average of these 3 years becomes the member's average final compensation. The base benefit is 66% of the member's average final compensation. Members who perform more than 22 years of service receive an additional 2% of the member's average final compensation for each additional year of service, up to a maximum of 8 years. Survivor benefits are available to the beneficiary of a retired member according to the provisions of the benefit option chosen, plus an additional benefit for each child. Survivor benefits are subject to a minimum benefit for those members who chose the basic benefit with a 50% surviving spouse benefit.

Active members at least 55 years of age with 22 or more years of service have the option to participate in the Deferred Retirement Option Program (DROP). The DROP is an arrangement whereby a member who is otherwise eligible to retire and commence benefits opts to continue to work. A member can elect a 3, 4 or 5 year DROP period. When electing to participate in DROP, the member signs a contract stating the member will retire at the end of the selected DROP period. During the DROP period, the member's retirement benefit is frozen and a DROP benefit is credited to a DROP account established for the member. Assuming the member completes the DROP period, the DROP benefit is equal to 52% of the member's retirement benefit at the member's earliest date eligible and 100% if the member delays enrollment for 24 months. At the member's actual date of retirement, the member's DROP account will be distributed to the member in the form of a lump sum or rollover to an eligible plan.

Disability and Death Benefits – Disability benefits may be either accidental or ordinary. Accidental disability is defined as a permanent disability incurred in the line of duty, with benefits equivalent to the greater of 60% of the member's average final compensation or the member's service retirement benefit calculation amount. Ordinary disability occurs outside the call of duty and pays benefits equivalent to the greater of 50% of the member's average final compensation for those with 5 or more years of service or the member's service retirement benefit calculation amount and 25% of average final compensation for those with less than 5 years of service.

Death benefits are similar to disability benefits. Benefits for accidental death are 50% of the average final compensation of the member plus an additional amount for each child, or the provisions for ordinary death. Ordinary death benefits consist of a pension equal to 40% of the average final compensation of the member plus an additional amount for each child, or a lump-sum distribution to the designated beneficiary equal to 50% of the previous year's earnable compensation of the member or equal to the amount of the member's total contributions plus interest.

Benefits are increased annually in accordance with Chapter 411.6 of the Code of Iowa, which provides a standard formula for the increases.

The surviving spouse or dependents of an active member who dies due to a traumatic personal injury incurred in the line of duty receives a \$100,000 lump-sum payment.

Contributions – Member contribution rates are set by state statute. In accordance with Chapter 411 of the Code of Iowa, the contribution rate was 9.40% of earnable compensation for the year ended June 30, 2018.

Employer contribution rates are based upon an actuarially determined normal contribution rate and are set by state statute. The required actuarially determined contributions are calculated on the basis of the entry age normal method as adopted by the Board of Trustees as permitted under Chapter 411 of the Code of Iowa. The normal contribution rate is provided by State statute to be the actuarial liabilities of the plan less current plan assets, with the total divided by 1% of the actuarially determined present value of prospective future compensation of all members, further reduced by member contributions and State appropriations. Under the Code of Iowa, the City's contribution rate cannot be less than 17.00% of earnable compensation. The contribution rate was 27.68% for the year ended June 30, 2018.

The City's contributions to MFPRSI for the year ended June 30, 2018 was \$256,617.

If approved by the State Legislature, state appropriations may further reduce the City's contribution rate, but not below the minimum statutory contribution rate of 17.00% of earnable compensation. The State of Iowa, therefore, is considered to be a nonemployer contributing entity in accordance with the provisions of Governmental Accounting Standards Board Statement No. 67, Financial Reporting for Pension Plans.

There were no State appropriations to MFPRSI for the year ended June 30, 2018.

Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At June 30, 2018, the City reported a liability of \$2,046,511 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2017 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions to MFPRSI relative to the contributions of all MFPRSI participating employers. At June 30, 2017, the City's proportion was 0.348951%, which was an increase of 0.006538% over its proportion measured as of June 30, 2016.

For the year ended June 30, 2018, the City's pension expense, deferred outflows of resources and deferred inflows of resources totaled \$311,340, \$336,297 and \$24,489, respectively.

Actuarial Assumptions – The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions applied to all periods included in the measurement:

Rate of Inflation	3.00%.
Salary increases	4.50 to 15.00%, including inflation.
Investment rate of return	7.50%, net of investment expense, including inflation.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of an actuarial experience study for the period from July 1, 2002 to June 30, 2012.

Postretirement mortality rates were based on the RP-2000 Blue Collar Combined Healthy Mortality Table with males set-back two years, females set-forward one year and disabled individuals set-forward one year (male only rates), with five years projection of future mortality improvement with Scale BB.

The long-term expected rate of return on MFPRSI investments was determined using a building-block method in which best-estimate ranges of expected future real rates (i.e., expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return
Large cap	5.5%
Small cap	5.8
International large cap	7.3
Emerging markets	9.0
Emerging markets debt	6.3
Private non-core real estate	8.0
Master limited partnerships	9.0
Private equity	9.0
Core plus fixed income	3.3
Private core real estate	6.0
Tactical asset allocation	6.4

Discount Rate – The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed contributions will be made at 9.40% of covered payroll and the City’s contributions will be made at rates equal to the difference between actuarially determined rates and the member rate. Based on those assumptions, MFPRSI’s fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on MFPRSI’s investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the City’s proportionate share of the net pension liability calculated using the discount rate of 7.50%, as well as what the City’s proportionate share of the net pension liability would be if it were calculated using a discount rate 1% lower (6.50%) or 1% higher (8.50%) than the current rate.

	1% Decrease (6.50%)	Discount Rate (7.50%)	1% Increase (8.50%)
City's proportionate share of the net pension liability	\$ 3,363,318	2,046,511	951,264

MFPRSI’s Fiduciary Net Position – Detailed information about MFPRSI’s fiduciary net position is available in the separately issued MFPRSI financial report which is available on MFPRSI’s website at [www.mfprsi.org](http://www.mfprsi.org).

**(6) Other Postemployment Benefits (OPEB)**

Plan Description – The City operates a single-employer health benefit plan which provides medical/prescription drug benefits for employees, retirees and their spouses. Group insurance benefits are established under Iowa Code Chapter 509A.13. The City currently finances the benefit plan on a pay-as-you-go basis. The most recent active member monthly premiums for the City and the plan members range from \$479 for single coverage to \$1,162 for family coverage. For the year ended June 30, 2018, the City contributed \$482,408 and plan members eligible for benefits contributed \$216,747 to the plan. At June 30, 2018, no assets have been accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

OPEB Benefits – Individuals who are employed by the City of Fairfield and are eligible to participate in the group health plan are eligible to continue healthcare benefits upon retirement. Retirees under age 65 pay the same premium for the medical/prescription drug benefits as active employees, which results in an implicit rate subsidy.

Retired participants must be age 55 or older at retirement, with the exception of special service participants who must be age 50 with 22 years of services. At June 30, 2018, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	3
Active employees	<u>64</u>
Total	<u>67</u>



**(7) Compensated Absences**

City employees accumulate unused vacation, sick leave and compensatory time hours for subsequent use or for payment upon termination, retirement or death. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned vacation, sick leave and compensatory time payable to employees at June 30, 2018, primarily relating to the General and Enterprise Funds, is as follows:

Type of Benefit	Amount
Vacation	\$ 125,000
Sick leave	56,000
Compensatory time	<u>21,000</u>
Total	<u>\$ 202,000</u>

This liability has been computed based on rates of pay in effect at June 30, 2018. Sick leave is payable when used or, after an employment period of twenty years, upon termination, retirement or death. Accumulated sick leave hours are paid at the rate of one-half upon retirement or death and one-fourth upon termination.

**(8) Interfund Transfers**

The detail of interfund transfers for the year ended June 30, 2018 is as follows:

Transfer To	Transfer From	Amount
General	Special Revenue:	
	Local Option Sales Tax	\$ 208,986
	Capital Projects	70,249
	Employee Benefits	<u>162,506</u>
		<u>441,741</u>
Special Revenue:	Special Revenue:	
Road Use Tax	Employee Benefits	<u>2,127</u>
Special Revenue:	Special Revenue:	
Library Memorial	Library Capital Improvements	<u>5,000</u>
Debt Service	Special Revenue:	
	Local Option Sales Tax	<u>416,473</u>
Enterprise:		
Airport	General	<u>28,100</u>
Total		<u>\$ 893,441</u>

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse the resources.

**(9) Related Party Transactions**

The City had business transactions between the City and City officials/employees totaling \$34,856.

## **(10) Risk Management**

The City is a member of the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 775 members include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, public officials liability, police professional liability, property, inland marine and boiler/machinery. There have been no reductions in insurance coverage from prior years.

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual casualty operating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses estimated for the fiscal year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained at a level determined by the Board not to exceed 300% of basis rate.

The Pool also provides property coverage. Members who elect such coverage make annual property operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses, reinsurance premiums, losses and loss expenses for property risks estimated for the fiscal year, plus all or any portion of any deficiency in capital. Any year-end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year's member contributions.

The City's property and casualty contributions to the Pool are recorded as disbursements from its operating funds at the time of payment to the Pool. The City's contributions to the Pool for the year ended June 30, 2018 were \$229,727.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, police professional, and public officials' liability risks up to \$500,000 per claim. Claims exceeding \$500,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the City's risk-sharing certificate. Property and automobile physical damage risks are retained by the Pool up to \$250,000 each occurrence, each location. Property risks exceeding \$250,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the City's risk-sharing certificate.

The Pool's intergovernmental contract with its members provides that in the event a casualty claim, property loss or series of claims or losses exceeds the amount of risk-sharing protection provided by the City's risk-sharing certificate, or in the event a casualty claim, property loss or series of claims or losses exhausts the Pool's funds and any excess risk-sharing recoveries, then payment of such claims or losses shall be the obligation of the respective individual member against whom the claim was made or the loss was incurred.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days' prior written notice may withdraw from the Pool. Upon withdrawal, payments for all casualty claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Upon withdrawal, a formula set forth in the Pool's intergovernmental contract with its members is applied to determine the amount (if any) to be refunded to the withdrawing member.

The City also carries commercial insurance purchased from other insurers for coverage associated with the Sondheim building, workers compensation, airport general liability and employee blanket bond in the amount of \$8,857,000, \$5,000,000, \$5,000,000 and \$300,000, respectively. The City assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**(11) Employee Health Insurance Plan**

The City self-funds a portion of health insurance deductibles for its employees. The plan is funded by both employee and City contributions and is administered by Employee Benefit Systems (EBS) under an agreement which is subject to automatic renewal. The City self-funds up to \$4,000 per individual or \$8,000 per family, with employees contributing the first \$500 to \$2,000, respectively. Administrative service fees and premiums are paid monthly from the City's operating funds to a separate account administered by EBS. During the year ended June 30, 2018, the City paid \$699,155 into the account. At June 30, 2018, the account balance was \$147,027. The activity for this account is recorded in the City's Special Revenue, Road Use Tax and Employee Benefits Funds and the Enterprise, Water and Sewer Funds.

**(12) Lessor Operating Leases**

The City leases unused land around the Airport. The following is a schedule by year of minimum future rentals on this lease as of June 30, 2018:

Year ending June 30,	Amount
2019	\$ 33,050

**(13) Development Agreement**

The City has entered into a development agreement with Pale Moon Investments (developer) for the construction of a hotel with a minimum assessed value of \$3,000,000. The City agreed to pay the developer an amount not to exceed \$500,000, subject to annual appropriation by the City Council. The agreement requires up to ten annual payments, provided the developer is in compliance with the terms of the agreement. During the year ended June 30, 2018, the City rebated \$80,831 of incremental property tax to the developer. At June 30, 2018, the remaining balance to be paid on the agreement was \$117,546.

**(14) Tax Abatements**

Governmental Accounting Standards Board Statement No. 77 defines tax abatements as a reduction in tax revenues that results from an agreement between one or more governments and an individual or entity in which (a) one or more governments promise to forgo tax receipts to which they are otherwise entitled and (b) the individual or entity promises to take a specific action after the agreement has been entered into that contributes to economic development or otherwise benefits the governments or the citizens of those governments.

City Tax Abatements

The City provides tax abatements for urban renewal and economic development projects with tax increment financing as provided for in Chapters 15A and 403 of the Code of Iowa. For these types of projects, the City enters into agreements with developers which require the City, after developers meet the terms of the agreements, to rebate a portion of the property tax paid by the developers, to pay the developers an economic development grant or to pay the developers a predetermined dollar amount. No other commitments were made by the City as part of these agreements.

For the year ended June 30, 2018, the City abated \$32,343 of property tax under the urban renewal and economic development agreements.

**(15) Construction Commitment**

The City entered into construction contracts totaling \$22,369,526 for sanitary sewer improvements and road construction. As of June 30, 2018, approximately \$6,856,363 has been paid on the contracts. The remaining \$15,513,163 balance will be paid as work on the projects progresses.

**City of Fairfield**

## **Other Information**

City of Fairfield

Budgetary Comparison Schedule  
of Receipts, Disbursements, and Changes in Balances -  
Budget and Actual (Cash Basis) – All Governmental Funds and Proprietary Funds

Other Information

Year ended June 30, 2018

	Governmental Funds Actual	Proprietary Funds Actual	Less Funds not Required to be Budgeted
Receipts:			
Property tax	\$ 5,583,673	-	-
Tax increment financing	196,053	-	-
Other city tax	1,006,871	-	-
Licenses and permits	173,089	-	-
Use of money and property	75,388	115,196	416
Intergovernmental	1,874,547	2,023,411	-
Charges for service	530,990	6,348,148	-
Special assessments	25,718	-	-
Miscellaneous	595,483	74,053	38,849
Total receipts	<u>10,061,812</u>	<u>8,560,808</u>	<u>39,265</u>
Disbursements:			
Public safety	2,421,067	-	-
Public works	1,195,957	-	-
Culture and recreation	1,466,549	-	26,035
Community and economic development	634,362	-	-
General government	764,198	-	-
Debt service	1,837,518	-	-
Capital projects	404,079	-	-
Business type activities	-	17,613,257	-
Total disbursements	<u>8,723,730</u>	<u>17,613,257</u>	<u>26,035</u>
Excess (deficiency) of receipts over (under) disbursements	1,338,082	(9,052,449)	13,230
Other financing sources, net	<u>721,900</u>	<u>6,310,786</u>	<u>-</u>
Excess of receipts and other financing sources over disbursements and other financing uses	2,059,982	(2,741,663)	13,230
Balances beginning of year	<u>3,851,880</u>	<u>6,717,362</u>	<u>51,319</u>
Balances end of year	<u>\$ 5,911,862</u>	<u>3,975,699</u>	<u>64,549</u>

See accompanying independent auditor's report.

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Total	Budgeted Amounts		Final to Total Variance
	Original	Final	
5,583,673	5,486,944	5,486,944	96,729
196,053	192,954	955,954	(759,901)
1,006,871	1,276,684	1,276,684	(269,813)
173,089	77,850	77,850	95,239
190,168	591,824	591,824	(401,656)
3,897,958	1,320,200	1,320,200	2,577,758
6,879,138	24,768,018	24,768,018	(17,888,880)
25,718	-	-	25,718
630,687	-	-	630,687
<u>18,583,355</u>	<u>33,714,474</u>	<u>34,477,474</u>	<u>(15,894,119)</u>
2,421,067	2,341,615	2,341,615	(79,452)
1,195,957	1,208,829	1,208,829	12,872
1,440,514	1,531,645	1,531,645	91,131
634,362	399,882	399,882	(234,480)
764,198	756,158	756,158	(8,040)
1,837,518	1,837,518	1,837,518	-
404,079	317,917	317,917	(86,162)
<u>17,613,257</u>	<u>24,731,896</u>	<u>24,731,896</u>	<u>7,118,639</u>
<u>26,310,952</u>	<u>33,125,460</u>	<u>33,125,460</u>	<u>6,814,508</u>
(7,727,597)	589,014	1,352,014	9,079,611
<u>7,032,686</u>	<u>-</u>	<u>-</u>	<u>7,032,686</u>
(694,911)	589,014	1,352,014	(2,046,925)
<u>10,517,923</u>	<u>9,894,380</u>	<u>9,894,380</u>	<u>623,543</u>
<u>9,823,012</u>	<u>10,483,394</u>	<u>11,246,394</u>	<u>(1,423,382)</u>

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City of Fairfield

Notes to Other Information – Budgetary Reporting

June 30, 2018

The budgetary comparison is presented in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds except the component units. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund. These nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects and business type activities. Function disbursements required to be budgeted include disbursements for the General Fund, the Special Revenue Funds, the Debt Service Fund, the Capital Projects Fund, the Permanent Fund and the Enterprise Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, one budget amendment was adopted but did not change the amount of budgeted disbursement.

During the year ended June 30, 2018, disbursements exceeded the amount budgeted in the public safety, community and economic development, general government and capital projects functions.

City of Fairfield

Schedule of the City's Proportionate Share of the Net Pension Liability

For the Last Four Years\*  
(In Thousands)

Other Information

Iowa Public Employees' Retirement System

	2018	2017	2016	2015
City's proportion of the net pension liability	0.032912%	0.032499%	0.033866%	0.034200%
City's proportionate share of the net pension liability	\$ 2,192	2,045	1,673	1,356
City's covered payroll	\$ 2,553	2,443	2,441	2,377
City's proportionate share of the net pension liability as a percentage of its covered payroll	85.86%	83.71%	68.54%	57.05%
IPERS' net position as a percentage of the total pension liability	82.21%	81.82%	85.19%	87.61%

Municipal Fire and Police Retirement System of Iowa

	2018	2017	2016	2015
City's proportion of the net pension liability	0.348951%	0.342413%	0.333504%	0.321234%
City's proportionate share of the net pension liability	\$ 2,047	2,141	1,567	1,164
City's covered payroll	\$ 927	875	871	820
City's proportionate share of the net pension liability as a percentage of its covered payroll	220.82%	244.69%	179.91%	141.95%
MFPRSI's net position as a percentage of the total pension liability	78.20%	78.20%	83.04%	86.27%

\* In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding fiscal year.

See accompanying independent auditor's report.

City of Fairfield  
Schedule of City Contributions

For the Last Ten Years  
(In Thousands)

Other Information

Iowa Public Employees' Retirement System

	2018	2017	2016	2015
Statutorily required contribution	\$ 224	229	219	219
Contributions in relation to the statutorily required contribution	(224)	(229)	(219)	(219)
Contribution deficiency (excess)	\$ -	-	-	-
City's covered payroll	\$ 2,503	2,553	2,443	2,441
Contributions as a percentage of covered payroll	8.95%	8.97%	8.96%	8.97%

Municipal Fire and Police Retirement System of Iowa

	2018	2017	2016	2015
Statutorily required contribution	\$ 256	256	258	266
Contributions in relation to the statutorily required contribution	(256)	(256)	(258)	(266)
Contribution deficiency (excess)	\$ -	-	-	-
City's covered payroll	\$ 988	927	875	871
Contributions as a percentage of covered payroll	25.91%	27.62%	29.49%	30.54%

See accompanying independent auditor's report.

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2014	2013	2012	2011	2010	2009
213	195	182	151	140	127
(213)	(195)	(182)	(151)	(140)	(127)
-	-	-	-	-	-

2,377	2,232	2,234	2,140	2,060	1,971
8.96%	8.74%	8.15%	7.06%	6.80%	6.44%

2014	2013	2012	2011	2010	2009
247	209	182	146	120	128
(247)	(209)	(182)	(146)	(120)	(128)
-	-	-	-	-	-

820	800	735	732	706	683
30.12%	26.12%	24.76%	19.90%	17.00%	18.75%

City of Fairfield

Notes to Other Information – Pension Liability

Year ended June 30, 2018

**Iowa Public Employee's Retirement System**

Changes of benefit terms:

Legislation enacted in 2010 modified benefit terms for Regular members. The definition of final average salary changed from the highest three to the highest five years of covered wages. The vesting requirement changed from four years of service to seven years. The early retirement reduction increased from 3% per year measured from the member's first unreduced retirement age to a 6% reduction for each year of retirement before age 65.

Changes of assumptions:

The 2017 valuation implemented the following refinements as a result of an experience study dated March 24, 2017:

- Decreased the inflation assumption from 3.00% to 2.60%.
- Decreased the assumed rate of interest on member accounts from 3.75% to 3.50% per year.
- Decreased the discount rate from 7.50% to 7.00%.
- Decreased the wage growth assumption from 4.00% to 3.25%.
- Decreased the payroll growth assumption from 4.00% to 3.25%.

The 2014 valuation implemented the following refinements as a result of a quadrennial experience study:

- Decreased the inflation assumption from 3.25% to 3.00%.
- Decreased the assumed rate of interest on member accounts from 4.00% to 3.75% per year.
- Adjusted male mortality rates for retirees in the Regular membership group.
- Reduced retirement rates for sheriffs and deputies between the ages of 55 and 64.
- Moved from an open 30-year amortization period to a closed 30-year amortization period for the UAL (unfunded actuarial liability) beginning June 30, 2015. Each year thereafter, changes in the UAL from plan experience will be amortized on a separate closed 20-year period.

The 2010 valuation implemented the following refinements as a result of a quadrennial experience study:

- Adjusted retiree mortality assumptions.
- Modified retirement rates to reflect fewer retirements.
- Lowered disability rates at most ages.
- Lowered employment termination rates.
- Generally increased the probability of terminating members receiving a deferred retirement benefit.
- Modified salary increase assumptions based on various service duration.

City of Fairfield

Notes to Other Information – Pension Liability

Year ended June 30, 2018

**Municipal Fire and Police Retirement System of Iowa**

Changes of benefit terms:

There were no significant changes of benefit terms.

Changes of assumptions:

The 2017 valuation added five years projection of future mortality improvement with Scale BB.

The 2016 valuation changed postretirement mortality rates to the RP-2000 Blue Collar Combined Healthy Mortality Table with males set-back two years, females set-forward one year and disabled individuals set-forward one year (male only rates), with no projection of future mortality improvement.

The 2015 valuation phased in the 1994 Group Annuity Mortality Table for postretirement mortality. This resulted in a weighting of 1/12 of the 1971 Group Annuity Mortality Table and 11/12 of the 1994 Group Annuity Mortality Table.

The 2014 valuation phased in the 1994 Group Annuity Mortality Table for postretirement mortality. This resulted in a weighting of 2/12 of the 1971 Group Annuity Mortality Table and 10/12 of the 1994 Group Annuity Mortality Table.

**City of Fairfield**

**Supplementary Information**



City of Fairfield

Schedule of Cash Receipts, Disbursements  
and Changes in Cash Balances  
Nonmajor Governmental Funds

As of and for the year ended June 30, 2018

				Special
	Police Specialty	UDAG- FALCO Project	Live on The Square	Indian Creek Escrow
Receipts:				
Use of money and property	\$ -	-	-	22
Intergovernmental	13,205	2,105	-	-
Charges for service	-	-	-	-
Miscellaneous	-	-	-	-
Total receipts	13,205	2,105	-	22
Disbursements:				
Operating:				
Public safety	29,761	-	-	-
Culture and recreation	-	-	2,226	-
Community and economic development	-	19,118	-	-
Total disbursements	29,761	19,118	2,226	-
Excess (deficiency) of receipts over (under) disbursements	(16,556)	(17,013)	(2,226)	22
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total other financing sources (uses)	-	-	-	-
Change in cash balances	(16,556)	(17,013)	(2,226)	22
Cash balances beginning of year	35,731	81,776	2,617	33,057
Cash balances end of year	\$ 19,175	64,763	391	33,079
<b>Cash Basis Fund Balances</b>				
Restricted for:				
Other purposes	\$ 19,175	64,763	391	33,079
Unassigned	-	-	-	-
Total cash basis fund balances	\$ 19,175	64,763	391	33,079

See accompanying independent auditor's report.

Revenue						
Library Memorial	Library Capital Improvements	Fairfield Public Library House	Library Book Sale	Fairfield Parks and Recreation Foundation	Total	
7,910	-	9,000	-	416	17,348	
-	-	-	-	-	15,310	
-	-	-	-	-	-	
23,932	-	-	8,800	38,849	71,581	
31,842	-	9,000	8,800	39,265	104,239	
-	-	-	-	-	29,761	
49,455	-	5,104	9,503	26,035	92,323	
-	-	-	-	-	19,118	
49,455	-	5,104	9,503	26,035	141,202	
(17,613)	-	3,896	(703)	13,230	(36,963)	
5,000	-	-	-	-	5,000	
-	(5,000)	-	-	-	(5,000)	
5,000	(5,000)	-	-	-	-	
(12,613)	(5,000)	3,896	(703)	13,230	(36,963)	
12,421	5,001	5,191	13,404	51,319	240,517	
(192)	1	9,087	12,701	64,549	203,554	
-	1	9,087	12,701	64,549	203,746	
(192)	-	-	-	-	(192)	
(192)	1	9,087	12,701	64,549	203,554	

**City of Fairfield**

## City of Fairfield

Schedule of Cash Receipts, Disbursements  
and Changes in Cash Balances  
Nonmajor Proprietary Funds

As of and for the year ended June 30, 2018

	Enterprise		
	Airport	Solid Waste	Total
Operating receipts:			
Use of money and property	\$ 40,400	-	40,400
Charges for service	1,852	565,416	567,268
Miscellaneous	3,905	-	3,905
Total operating receipts	46,157	565,416	611,573
Operating disbursements:			
Business type activities	127,832	507,489	635,321
Excess (deficiency) of operating receipts over (under) operating disbursements	(81,675)	57,927	(23,748)
Non-operating receipts:			
Farm rent	68,600	-	68,600
Excess (deficiency) of receipts over (under) disbursements	(13,075)	57,927	44,852
Transfers in	28,100	-	28,100
Change in cash balances	15,025	57,927	72,952
Cash balances beginning of year	53,155	104,881	158,036
Cash balances end of year	\$ 68,180	162,808	230,988
<b>Cash Basis Fund Balances</b>			
Unrestricted	\$ 68,180	162,808	230,988

See accompanying independent auditor's report.

City of Fairfield  
Schedule of Indebtedness  
Year ended June 30, 2018

Obligation	Date of Issue	Interest Rates	Amount Originally Issued
General obligation bonds:			
Street construction	Jan 2, 1958	2.60%	\$ 85,000
Essential corporate purpose	Jul 1, 2010	1.55-3.40	4,915,000
Total			
General obligation capital loan notes:			
General obligation capital loan note - series 2015	Feb 5, 2015	3.50%	\$ 3,775,000
General obligation refunding - series 2016A	May 31, 2016	2.00-3.00	3,315,000
General obligation - series 2016B	May 31, 2016	1.10-2.80	1,985,000
General obligation capital loan notes, series 2018	Jun 1, 2018	3.50	750,000
Total			
Revenue bonds:			
Local option sales and services tax	Jun 29, 2010	2.65-4.40%	\$ 550,000
Revenue capital loan notes:			
Water	Feb 13, 2003 *	1.75%	\$ 5,797,000
Sewer	Oct 5, 2011 *	3.00	4,000,000
Sewer	Nov 9, 2012 *	1.75	600,000
Sewer	Aug 10, 2017	2.00	4,282,000
Total			
Revenue capital loan anticipation project note:			
Sewer	Jun 8, 2016	2.10%	\$ 4,282,000
Sewer	Sep 26, 2017	1.20	29,843,000
Total			
Interim revenue project notes:			
Sewer	Aug 12, 2013	0.00%	\$ 500,000
Sewer	Apr 14, 2014	0.00	1,075,000
Sewer	Apr 14, 2014	0.00	1,585,000
Total			

\* The agreement also requires the City to annually pay a .25% servicing fee on the outstanding principal balance.

See accompanying independent auditor's report.

Balance Beginning of Year	Issued During Year	Redeemed During Year	Balance End of Year	Interest Paid	Principal and Interest Due and Unpaid
5,000	-	-	5,000	-	5,520
1,435,000	-	595,000	840,000	42,980	-
<b>\$ 1,440,000</b>	-	<b>595,000</b>	<b>845,000</b>	<b>42,980</b>	<b>5,520</b>
3,372,000	-	116,000	3,256,000	118,020	-
2,805,000	-	525,000	2,280,000	72,950	-
1,625,000	-	250,000	1,375,000	37,200	-
-	750,000	-	750,000	-	-
<b>\$ 7,802,000</b>	<b>750,000</b>	<b>891,000</b>	<b>7,661,000</b>	<b>228,170</b>	<b>-</b>
220,000	-	70,000	150,000	7,867	-
2,423,000	-	372,000	2,051,000	42,402	-
3,225,000	-	170,000	3,055,000	96,750	-
484,000	-	26,000	458,000	8,470	-
-	4,282,000	58,823	4,223,177	70,927	-
<b>\$ 6,132,000</b>	<b>4,282,000</b>	<b>626,823</b>	<b>9,787,177</b>	<b>218,549</b>	<b>-</b>
4,282,000	-	4,282,000	-	12,152	-
-	2,000,686	-	2,000,686	3,856	-
<b>\$ 4,282,000</b>	<b>2,000,686</b>	<b>4,282,000</b>	<b>2,000,686</b>	<b>16,008</b>	<b>-</b>
412,238	-	304,647	107,591	-	-
551,531	-	423,384	128,147	-	-
821,539	-	10,000	811,539	-	-
<b>\$ 1,785,308</b>	<b>-</b>	<b>738,031</b>	<b>1,047,277</b>	<b>-</b>	<b>-</b>

City of Fairfield  
Bond and Note Maturities  
June 30, 2018

Year Ending June 30,	General Obligation Bonds				General Obligation Capital Loan Notes							Total
	Essential Corporate Purpose		Series 2015		Refunding Series 2016A		Series 2016B		Essential Corporate Purpose			
	Issued Jul 1, 2010		Issued Feb 5, 2015		Issued May 31, 2016		Issued May 31, 2016		Issued Jun 1, 2018			
	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount		
2019	3.00%	\$ 200,000	3.50%	\$ 121,000	3.00%	\$ 545,000	1.70%	\$ 200,000	3.50%	\$ -	866,000	
2020	3.00	205,000	3.50	138,000	3.00	565,000	2.00	125,000	3.50	-	828,000	
2021	3.25	215,000	3.50	143,000	3.00	575,000	2.25	50,000	3.50	-	768,000	
2022	3.40	220,000	3.50	149,000	2.00	595,000	2.25	-	3.50	57,000	801,000	
2023	-	-	3.50	195,000	-	-	2.70	500,000	3.50	54,000	749,000	
2024	-	-	3.50	202,000	-	-	2.80	325,000	3.50	63,000	590,000	
2025	-	-	3.50	209,000	-	-	2.00	175,000	3.50	66,000	450,000	
2026	-	-	3.50	217,000	-	-	-	-	3.50	68,000	285,000	
2027	-	-	3.50	225,000	-	-	-	-	3.50	69,000	294,000	
2028	-	-	3.50	232,000	-	-	-	-	3.50	72,000	304,000	
2029	-	-	3.50	241,000	-	-	-	-	3.50	74,000	315,000	
2030	-	-	3.50	220,000	-	-	-	-	3.50	77,000	297,000	
2031	-	-	3.50	229,000	-	-	-	-	3.50	73,000	302,000	
2032	-	-	3.50	237,000	-	-	-	-	3.50	66,000	303,000	
2033	-	-	3.50	245,000	-	-	-	-	3.50	11,000	256,000	
2034	-	-	3.50	253,000	-	-	-	-	-	-	253,000	
Total		\$ 840,000		\$ 3,256,000		\$ 2,280,000		\$ 1,375,000		\$ 750,000	7,661,000	

See accompanying independent auditor's report.

Revenue Bonds		Revenue Capital Loan Notes									
Local Option Sales and Services Tax		Water			Sewer		Sewer		Sewer		
Issued Jun 29, 2010		Issued Feb 13, 2003		Issued Oct 5, 2011		Issued Nov 9, 2012		Issued Nov 9, 2012			
Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Total	
4.20%	\$ 75,000	1.75%	\$ 384,000	3.00%	\$ 176,000	1.75%	\$ 26,000	2.00%	\$ 71,893	657,893	
4.40	75,000	1.75	397,000	3.00	182,000	1.75	27,000	2.00	73,344	679,344	
-	-	1.75	410,000	3.00	187,000	1.75	28,000	2.00	74,825	699,825	
-	-	1.75	423,000	3.00	194,000	1.75	29,000	2.00	76,335	722,335	
-	-	1.75	437,000	3.00	200,000	1.75	30,000	2.00	77,876	744,876	
-	-	-	-	3.00	206,000	1.75	31,000	2.00	79,448	316,448	
-	-	-	-	3.00	213,000	1.75	32,000	2.00	81,051	326,051	
-	-	-	-	3.00	220,000	1.75	33,000	2.00	82,687	335,687	
-	-	-	-	3.00	227,000	1.75	34,000	2.00	84,356	345,356	
-	-	-	-	3.00	234,000	1.75	35,000	2.00	86,059	355,059	
-	-	-	-	3.00	242,000	1.75	36,000	2.00	87,796	365,796	
-	-	-	-	3.00	250,000	1.75	38,000	2.00	89,568	377,568	
-	-	-	-	3.00	258,000	1.75	39,000	2.00	91,376	388,376	
-	-	-	-	3.00	266,000	1.75	40,000	2.00	93,220	399,220	
-	-	-	-	-	-	-	-	2.00	95,102	95,102	
-	-	-	-	-	-	-	-	2.00	97,021	97,021	
	<u>\$ 150,000</u>		<u>\$ 2,051,000</u>		<u>\$ 3,055,000</u>		<u>\$ 458,000</u>		<u>\$ 1,341,957</u>	<u>6,905,957</u>	



City of Fairfield

Schedule of Receipts By Source and Disbursements By Function -  
All Governmental Funds

For the Last Ten Years

	2018	2017	2016	2015
<b>Receipts:</b>				
Property tax	\$ 5,583,673	5,568,341	5,095,809	5,205,442
Tax increment financing	196,053	215,247	108,146	154,982
Other city tax	1,006,871	1,144,147	1,088,933	1,006,128
Licenses and permits	173,089	134,150	143,622	153,548
Use of money and property	75,388	33,923	32,117	26,321
Intergovernmental	1,874,547	1,948,171	2,186,371	1,750,849
Charges for service	530,990	473,394	464,585	474,450
Special assessments	25,718	36,206	32,730	43,963
Miscellaneous	595,483	1,611,358	1,194,132	2,059,959
Total	<u>\$ 10,061,812</u>	<u>11,164,937</u>	<u>10,346,445</u>	<u>10,875,642</u>
<b>Disbursements:</b>				
<b>Operating:</b>				
Public safety	\$ 2,421,067	2,371,519	2,165,383	2,061,445
Public works	1,195,957	1,138,220	1,155,388	970,765
Health and social services	-	-	-	4,450
Culture and recreation	1,466,549	1,672,525	1,752,530	2,073,533
Community and economic development	634,362	265,265	291,600	267,377
General government	764,198	723,472	582,532	828,026
Debt service	1,837,518	1,963,281	1,802,052	1,913,530
Capital projects	404,079	1,183,166	4,834,725	5,021,949
Total	<u>\$ 8,723,730</u>	<u>9,317,448</u>	<u>12,584,210</u>	<u>13,141,075</u>

See accompanying independent auditor's report.

2014	2013	2012	2011	2010	2009
4,567,137	4,389,250	4,305,856	4,205,134	4,076,420	3,949,455
105,228	189,020	168,392	253,181	429,971	332,517
891,960	956,885	1,030,554	966,858	960,005	1,027,994
138,796	131,114	21,927	23,588	25,681	22,741
41,523	64,537	16,151	24,366	43,279	89,382
1,204,178	1,685,508	2,122,051	2,270,294	2,179,131	1,463,822
469,719	501,509	533,266	480,915	350,499	303,182
43,870	53,529	-	71,947	64,130	75,582
300,996	239,928	88,337	569,010	263,644	507,741
<u>7,763,407</u>	<u>8,211,280</u>	<u>8,286,534</u>	<u>8,865,293</u>	<u>8,392,760</u>	<u>7,772,416</u>
2,083,750	2,005,343	1,773,322	1,857,711	1,705,256	1,761,035
919,575	1,173,014	788,506	120,088	1,060,704	906,095
-	-	24,042	39,585	13,000	13,081
2,075,406	2,246,585	1,968,927	1,491,155	1,641,994	1,626,771
211,799	220,509	134,867	1,263,995	300,665	199,972
796,394	514,862	700,625	815,111	1,155,196	405,982
1,627,479	1,582,824	1,574,018	2,787,905	1,235,630	1,245,752
573,037	912,042	2,889,145	3,444,543	2,143,000	1,913,794
<u>8,287,440</u>	<u>8,655,179</u>	<u>9,853,452</u>	<u>11,820,093</u>	<u>9,255,445</u>	<u>8,072,482</u>

**Schedule 6**

## City of Fairfield

## Schedule of Expenditures of Federal Awards

Year ended June 30, 2018

Grantor/Program	CFDA Number	Pass-Through Entity Identifying Number	Program Expenditures
Direct:			
U.S. Department of Agriculture:			
Water and Waste Disposal Systems for Rural Communities	10.760	FY2018	\$ 6,392,652
Indirect:			
U.S Department of Housing and Urban Development:			
Iowa Economic Development Authority:			
Community Development Block Grants/State's Program and Non-Entitlement Grants in Hawaii	14.228	14-DTR-001	127,993
U.S. Department of Transportation:			
Iowa Department of Transportation:			
Highway Planning and Construction	20.205	05-15-STPU-025	19,785
Total indirect			147,778
Total Total			\$ 6,540,430

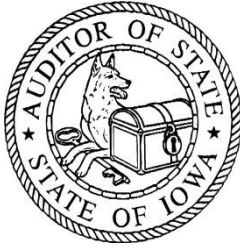
**Basis of Presentation** – The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal award activity of the City of Fairfield under programs of the federal government for the year ended June 30, 2018. The information in this Schedule is presented in accordance with the requirements of Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City of Fairfield, it is not intended to and does not present the financial position, changes in financial position or cash flows of the City of Fairfield.

The Schedule of Expenditures of Federal Awards includes \$633,277 of CFDA number 10.760 program expenditures from prior fiscal years since the project was approved during June 30, 2018 with allowable costs from interim financing from previous fiscal years.

**Summary of Significant Accounting Policies** – Expenditures reported in the Schedule are reported on the basis of cash receipts and disbursements, which is a basis of accounting other than U.S. generally accepted accounting principles. Such expenditures are recognized following, as applicable, either the cost principles in OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments, or the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

**Indirect Cost Rate** – The City of Fairfield has elected not to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

See accompanying independent auditor's report.



**OFFICE OF AUDITOR OF STATE  
STATE OF IOWA**

Rob Sand  
Auditor of State

State Capitol Building  
Des Moines, Iowa 50319-0006

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Independent Auditor's Report on Internal Control  
over Financial Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed in Accordance with  
Government Auditing Standards

To the Honorable Mayor and Members of the City Council:

We have audited in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Fairfield, Iowa, as of and for the year ended June 30, 2018, and the related Notes to Financial Statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 20, 2019. Our report expressed unmodified opinions on the financial statements which were prepared on the basis of cash receipts and disbursements, a basis of accounting other than U.S. generally accepted accounting principles.

Internal Control Over Financial Reporting

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

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying Schedule of Findings and Questioned Costs, we identified deficiencies in internal control we consider to be material weaknesses and significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of the City of Fairfield's financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiencies in internal control described in Part II of the accompanying Schedule of Findings and Questioned Costs as items II-A-18 through II-D-18 to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control which is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying Schedule of Findings and Questioned Costs as item II-E-18 to be a significant deficiency.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Fairfield's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance 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 non-compliance or other matters that are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of non-compliance or other matters which are described in Part IV of the accompanying Schedule of Findings and Questioned Costs.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2018 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.


#### The City of Fairfield's Responses to the Findings

The City of Fairfield's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. The City of Fairfield's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

#### Purpose of this Report

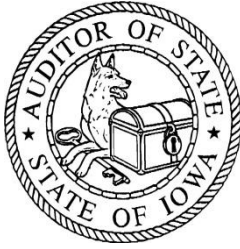
The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance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

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the City of Fairfield during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.



ROB SAND  
Auditor of State

March 20, 2019



**OFFICE OF AUDITOR OF STATE  
STATE OF IOWA**

Rob Sand  
Auditor of State

State Capitol Building  
Des Moines, Iowa 50319-0006

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Independent Auditor's Report on Compliance  
for Each Major Federal Program and on Internal Control over Compliance  
Required by the Uniform Guidance

To the Honorable Mayor and Members of the City Council:

Report on Compliance for Each Major Federal Program

We have audited the City of Fairfield, Iowa's compliance with the types of compliance requirements described in U.S. Office of Management and Budget (OMB) Compliance Supplement that could have a direct and material effect on the City of Fairfield's major federal program for the year ended June 30, 2018. The City of Fairfield's major federal program is identified in Part I of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with the federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for City of Fairfield's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with U.S. generally accepted auditing standards, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the audit requirements of Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether non-compliance 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 the City of Fairfield's compliance with those requirements and performing such other procedures we considered necessary in the circumstances.

We believe our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of City of Fairfield's compliance.

Opinion on the Major Federal Program

In our opinion, the City of Fairfield complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2018.


## Report on Internal Control Over Compliance

The management of the City of Fairfield is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City of Fairfield's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, 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 City of Fairfield's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

  
ROB SAND  
Auditor of State

March 20, 2019

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

**Part I: Summary of the Independent Auditor's Results:**

- (a) Unmodified opinions were issued on the financial statements prepared on the basis of cash receipts and disbursements, which is a basis of accounting other than U.S. generally accepted accounting principles.
- (b) Significant deficiencies and material weaknesses in internal control over financial reporting were disclosed by the audit of the financial statements.
- (c) The audit did not disclose any non-compliance which is material to the financial statements.
- (d) No material weaknesses in internal control over the major program were noted.
- (e) An unmodified opinion was issued on compliance with requirements applicable to the major program.
- (f) The audit did not disclose audit findings which were required to be reported in accordance with the Uniform Guidance, Section 200.516.
- (g) The major program was CFDA Number 10.760 – Water and Waste Disposal Systems for Rural Communities.
- (h) The dollar threshold used to distinguish between Type A and Type B programs was \$750,000.
- (i) The City of Fairfield did not qualify as a low-risk auditee.



City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

**Part II: Findings Related to the Financial Statements:**

**INTERNAL CONTROL DEFICIENCIES:**

II-A-18 Segregation of Duties

Criteria – Management is responsible for establishing and maintaining internal control. A good system of internal control provides for adequate segregation of duties so no one individual handles a transaction from its inception to completion. In order to maintain proper internal control, duties should be segregated so the authorization, custody and recording of transactions are not under the control of the same employee. This segregation of duties helps prevent losses from employee error or dishonesty and maximizes the accuracy of the City's financial statements.

Condition – Generally, one or two individuals may have control over the following areas for which no compensating controls exist:

- 1) Utility receipts – opening mail, billing, collecting, daily balancing and maintaining detailed accounts receivable records.
- 2) An initial listing of mail receipts is not prepared by the mail openers.
- 3) Disbursements – check writing, signing and posting.
- 4) Journal entries are not reviewed and approved.
- 5) A report of voided receipts is not reviewed by an independent person.
- 6) Accounting System – performing all general accounting functions and having custody of City assets.
- 7) Financial Reporting – preparing and reconciling. In addition, the monthly City Treasurer's Reports are not reviewed by an independent person.
- 8) Park and Recreation Receipts – collecting and recording.

Cause – The City has a limited number of employees and procedures have not been designed to adequately segregate duties or provide compensating controls through additional oversight of transactions and processes.

Effect – Inadequate segregation of duties could adversely affect the City's ability to prevent or detect and correct misstatements, errors or misappropriation on a timely basis by employees in the normal course of performing their assigned functions.

Recommendation – The City should review its control procedures to obtain the maximum internal control possible under the circumstances utilizing currently available staff, including elected officials, to provide additional control through review of financial transactions, reconciliations and reports. Reviews should be performed by independent persons to the extent possible and should be documented by the signature or initials of the reviewer and the date of the review.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

Response – The City continues to take corrective measures and will remain attentive in making improvements as staffing permits.

Conclusion – Response accepted.

II-B-18 Financial Reporting

Criteria – A deficiency in internal control over financial reporting exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements of the financial statements on a timely basis. Properly designed policies and procedures and implementation of the policies and procedures are an integral part of ensuring the reliability and accuracy of the City's financial statements.

Condition – Amounts held by the employee health plan were not properly recorded in the City's financial statements. Adjustments were subsequently made by the City to properly record these amounts in the financial statements.

Cause – City policies do not require and procedures have not been established to require independent review of transactions to ensure the City's financial statements are accurate and reliable.

Effect – Lack of policies and procedures resulted in City employees not detecting the errors in the normal course of performing their assigned functions. As a result, material adjustments to the City's financial statements were necessary.

Recommendation – The City should implement procedures to ensure accurate financial reporting.

Response – The City currently reviews the health insurance reports regularly and makes every effort to ensure proper handling.

Conclusion – Response acknowledged. The City should include the employee health plan activity in the City's financial reporting.

II-C-18 Reconciliation of Utility Billings, Collections and Delinquent Accounts

Criteria – An effective internal control system provides for internal controls related to maintaining delinquent account listings, reconciling utility billings, collections and delinquent accounts and comparing utility collections to deposits to ensure proper recording of utility receipts, the propriety of adjustments and write-offs and the propriety of delinquent account balances.

Condition – Although utility billings, collections and delinquent accounts were reconciled, unresolved variances existed. Additionally, utility reconciliations are not independently reviewed.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

Cause – Policies have not been established and procedures have not been implemented to resolve variances in the utility reconciliation and to perform independent reviews.

Effect – This condition could result in unrecorded or misstated utility receipts, improper or unauthorized adjustments and write-offs and/or misstated delinquent account balances.

Recommendation – Procedures should be established to ensure that variances are resolved in a timely manner. The City may need to contact the City’s software provider to resolve the variances. The City Council or a Council-designated independent person should review the reconciliations and monitor delinquencies. The review of the reconciliations should be documented by the signature or initials of the reviewer and the date of review.

Response – The City has begun procedures to resolve this concern and has now been completing an independent review.

Conclusion – Response accepted.

II-D-18 Bank Reconciliations

Criteria – An effective internal control system provides for internal controls related to ensuring proper accounting for all funds by reconciling bank and book balances.

Condition – The City’s monthly bank reconciliations are not compared to book balances in the City Clerk’s reports and the reconciliations do not include evidence they are independently reviewed. In addition, amounts reported as reconciling items at June 30, 2018 included \$4,580 of uncleared transactions which do not represent deposits in transit or outstanding checks. These amounts appear to be corrections which have not been properly recorded in the general ledger.

Cause – Procedures have not been designed and implemented to ensure all accounts are properly reconciled to book balances, reconciling items are identified and supported and the reconciliations are independently reviewed.

Effect – The lack of bank to book reconciliations can result in unrecorded transactions, undetected errors and opportunity for misappropriation.

Recommendation – The City’s monthly bank reconciliations should include a comparison to the book balances and the variances between book and bank balances should be investigated and resolved in a timely manner. All reconciling items should be identified and properly supported. In addition, the reconciliation should be reviewed by an independent person, including independent verification of reconciling items, and the review should be documented by the signature or initials of the independent reviewer and the date of the review.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

Response – The City intends to complete a journal entry to clear the variances and attempt to implement a process to prevent such occurrences. An independent review of the reconciliations will be performed.

Conclusion – Response accepted.

II-E-18 Computer System

Criteria – Properly designed policies and procedures pertaining to control activities over the City’s computer system and implementation of the policies and procedures help provide reasonable assurance financial information is safeguarded and reliable.

Condition – The City does not update user profiles periodically and the City has former employees with access rights to the system. Also, computer passwords are not required to be changed. In addition, the City does not have a written disaster recovery plan.

Cause – The City has not periodically reviewed user profiles and applied timely updates to ensure only current employees have appropriate access. Also, management has not adhered to password requirements. In addition, the City has not required a written disaster recovery plan.

Effect – Lack of adherence to written policies for the computer based system could result in a loss of data or compromised data, resulting in unreliable financial information. The failure to have a formal disaster recovery plan could result in the City’s inability to function in the event of a disaster or continue City business without interruption.

Recommendation – The City should periodically review user profiles and update the profiles timely to ensure only current employees have appropriate access. To improve computer system security, all user passwords should be changed periodically. The City should adopt a written disaster recovery plan.

Response – The City Administrator has begun ground work on establishing a disaster recovery plan; user profiles have been updated and will try to keep on a more scheduled maintenance cycle.

Conclusion – Response accepted.

**INSTANCES OF NON-COMPLIANCE:**

No matters were noted.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

**Part III: Findings and Questioned Costs for Federal Awards:**

**INSTANCES OF NON-COMPLIANCE:**

No matters were noted.

**INTERNAL CONTROL DEFICIENCY:**

No material weaknesses in internal control over the major program were noted.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

**Other Findings Related to Required Statutory Reporting:**

IV-A-18 Certified Budget – Disbursements during the year ended June 30, 2018 exceeded the amounts budgeted in the public safety, community and economic development, general government and capital projects functions. Chapter 384.20 of the Code of Iowa states, in part, “Public monies may not be expended or encumbered except under an annual or continuing appropriation.”

Recommendation – The budget should have been amended in accordance with Chapter 384.18 of the Code of Iowa before disbursements were allowed to exceed the budget.

Response – The City will work on amendments prior to exceeding the budget.

Conclusion – Response accepted.

IV-B-18 Questionable Disbursements – Certain disbursements we believe may not meet the requirements of public purpose as defined in an Attorney General’s opinion dated April 25, 1979 since the public benefits to be derived have not been clearly documented were noted. These disbursements are detailed as follows:

<u>Paid to</u>	<u>Purpose</u>	<u>Amount</u>
Pizza Hut	Retirement party	\$ 137
Hy Vee	Retirement party	815
Cookies from the Heart	Holiday party	128

According to the opinion, it is possible for such disbursements to meet the test of serving a public purpose under certain circumstances, although such items will certainly be subject to a deserved close scrutiny. The line to be drawn between a proper and an improper purpose is very thin.

Recommendation – The City Council should determine and document the public purpose served by these disbursements before authorizing any further payments. If this practice is continued, the City Council should establish written policies and procedures, including the requirements for proper documentation.

Response – The City has written policies, adopted by City Council, allowing for employee recognition at retirement. City Council approved funding for retirement party. City Council also approved funding for the employee appreciation celebration, as it is paid from the portion of local option sales tax allocated for any lawful purpose.

Conclusion – Response acknowledged. While the City has adopted a policy, the policy does not clearly document how the public benefits from such disbursements. The City should document the public benefit prior to authorizing further payments.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

IV-C-18 Travel Expense – No disbursements of City money for travel expenses of spouses of City officials or employees were noted.

IV-D-18 Business Transactions – Business transactions between the City and City officials or employees are detailed as follows:

Name, Title and Business Connection	Transaction Description	Amount
Mark Brown, Fire Department employee, owner of Brown Tree Service	Tree removal and trimming	\$ 31,652
Denise Estle, husband owns Estle Construction	Emergency repair	3,204

According to City personnel, the payments to Estle Construction related to an emergency repair. Before contracting with Estle Construction, the City contacted three other contractors who were unable to perform the work timely. However, since the payment to Estle Construction exceeds the \$1,500 threshold allowed in Chapter 362.5(3)(j) of the Code of Iowa and the contract to perform the work was not competitively bid, a conflict of interest may exist.

In accordance with Chapter 362.5(3)(d) of the Code of Iowa, the City obtained competitive bids and awarded the bid to Brown Tree Service. However, because the invoices from Brown Tree Services were not itemized, we were unable to determine if the rates paid for the tree removal and trimming services agreed with the bid/approved rates. Therefore, we were unable to determine whether a conflict of interest exists.

Recommendation – the City should consult legal counsel regarding the transaction with Estle Construction. To determine and document compliance with Chapter 362.5 of the Code of Iowa, the City should request itemized invoices from Brown Tree Service. The itemized invoices should be reviewed to determine the rates established by bid were used in the calculating the amounts billed to and paid by the City.

Response – The City has requested itemized invoices showing rates for service and will discuss the matter with legal counsel.

Conclusion – Response accepted.

IV-E-18 Bond Coverage – Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure the coverage is adequate for current operations.

IV-F-18 City Council Minutes – Except as noted below, no transactions were found that we believe should have been approved in the City Council minutes but were not.

The City did not publish annual gross salaries in accordance with an Attorney General’s opinion dated April 12, 1978.

Recommendation – The City should ensure the annual individual gross salaries are published, as required.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

Response – The City will publish individual gross salaries annually.

Conclusion – Response accepted.

- IV-G-18 Deposits and Investments – Except as noted below, no instances of non-compliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the City’s investment policy were noted.

Interest income from the investment of note proceeds was not credited to the Capital Projects Fund. In addition, interest earned on the Special Revenue, Urban Renewal Tax Increment Financing Fund balance is not credited to the fund. In accordance with Chapter 12C.9 of the Code of Iowa, such interest shall be used to pay the principal or interest of the indebtedness or be credited to the Capital Projects Fund for which the indebtedness was issued.

Additionally, a resolution naming official depositories could not be located by the City.

The Permanent, Library Endowment Fund has an investment in common stock which does not appear to be an investment permitted by Article VIII of the Constitution of the State of Iowa and Chapter 12B.10 of the Code of Iowa. Since the stock was originally donated to the Library, the Library Board believes it was in the best interest of this fund to continue owning this stock.

Recommendation – The City should credit interest to the proper funds in accordance with Chapter 12C.9 of the Code of Iowa. In addition, the City should adopt a depository resolution which establishes maximum deposit amounts for each bank as required by Chapter 12C.2 of the Code of Iowa.

Response – The City will make an effort to correctly credit interest to the proper funds and create a depository resolution establishing maximum deposit amounts.

Conclusion – Response accepted.

- IV-H-18 Revenue Bonds and Notes – The City has complied with the revenue bond and note resolutions, except as follows:

The local option sales and services tax (LOST) revenue bond resolution requires the City to establish a LOST sinking account and make transfers to the account sufficient to make the principal and interest payments coming due each year. The City has not made sufficient transfers to the sinking account.

Recommendation – The City should establish procedures to ensure the required transfers to the sinking account are made to comply with the LOST bond resolution.

Response – The City was unaware the sinking account did not have a sufficient reserve and will attempt to fund appropriately before the July 1, 2019 final payout.

Conclusion – Response accepted.



City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

IV-I-18 Financial Condition – At June 30, 2018, the City had a deficit balance of \$192 in the Special Revenue, Library Memorial Fund.

Recommendation – The City should investigate alternatives to eliminate this deficit to return the fund to a sound financial condition.

Response – The Library Director has corrected the posting error. The Memorial Fund is primarily used for purchasing library materials and gets replenished by grants from the Fairfield Public Library Foundation (whose Board meets quarterly) and interest income from CDs at local banks.

Conclusion – Response accepted.

IV-J-18 Separately Maintained Records – Chapter 384.20 of the Code of Iowa states, in part, “A city shall keep accounts which show an accurate and detailed statement of all public funds collected, received, or expended for any city purpose.”

The City maintains bank accounts for the Indian Creek Escrow, Library Memorial, Library Capital Improvements, Fairfield Public Library House, Library Book Sale, Live on the Square and Library Endowment activity separate from the City Clerk’s accounting records. While these accounts are part of the City, the transactions and the resulting balances were not included in the City’s accounting records and were not included in the City’s annual budget, monthly financial reports or Annual Financial Reports.

In addition, the transactions and resulting balances of these accounts were not reported to the City Council and disbursements from the accounts were not reviewed and approved by the City Council. Also, a summary of each account’s receipts, total disbursements and the listings of claims allowed each month were not published in accordance with Chapter 372.13(6) of the Code of Iowa.

Recommendation – In accordance with Chapter 384.20 of the Code of Iowa, and to strengthen internal control and increase operating efficiencies, the financial transactions in the separate accounts listed above should be integrated with the City’s accounting records in the City Clerk’s office. The financial activity should be included in the City Clerk’s accounting records, monthly financial reports and the Annual Financial Reports. The activity in these accounts should be subject to City Council review and approval and should be included in the City’s budget process. Also, a summary of each account’s receipts, total disbursements and listings of claims allowed each month should be published, as required.

Response – The City will work to include all public fund accounts in the City’s monthly financial statements, budget and required publications.

Conclusion – Response accepted.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

IV-K-18 Annual Urban Renewal Report – The amount reported as TIF debt outstanding was understated by approximately \$2.5 million, in part by not including the Pilot Grove, City Recreation Center and North Campus Village obligations. In addition, the amounts reported in the Levy Authority Summary for disbursements, receipts and beginning cash balances did not reconcile to the City’s Special Revenue, Urban Renewal Tax Increment Financing Fund. The City Council approved the Annual Urban Renewal Report after it was submitted to the State.

Recommendation – The City should ensure the amounts reported in the Annual Urban Renewal Report Authority Summary agree with the City’s records and obtain City Council approval prior to submission.

Response – The City will try to report the correct amounts on the AURR and approve prior to submission.

Conclusion – Response accepted.

IV-L-18 Tax Increment Financing (TIF) Debt Certification – As of June 30, 2018, the debt obligations associated with the Wagon Wheel and West Jackson Urban Renewal Areas were fully paid. However the Wagon Wheel and the West Jackson Urban Renewal accounts have balances of \$84,316 and \$16,464, respectively, at June 30, 2018, which represents TIF collections in excess of the TIF debt certified.

Additionally, the City’s debt certification included \$1,500,000 of payments pertaining to the North Campus Village rebate agreement which includes an annual appropriation clause. Until appropriated these payments do not represent debt and, accordingly, should not have been certified as debt.

Recommendation – The City should consult TIF legal counsel to determine the appropriate resolution for the excess TIF collections in the Wagon Wheel and West Jackson Urban Renewal accounts, including returning the funds to the County Treasurer to be allocated to the respective taxing bodies in accordance with Chapter 24.21 of the Code of Iowa. Additionally, the City should complete Form 3 of the TIF Indebtedness Certification to de-certify the amounts over-certified for the North Campus Village obligation.

Response – The City has been in contact with legal counsel regarding an appropriate use of balances and intends to have this issue taken care of soon. The City will decertify the North Campus Village debt and certify the debt annually.

Conclusion – Response accepted.

IV-M-18 Tax Increment Financing Fund – Chapters 403.19(10)(b) and 403.22 of the Code of Iowa provide moneys in the Special Revenue, Tax Increment Financing (TIF) Fund shall not be used for any purpose except for the payment of loans, advances, indebtedness or bonds which qualify for payment from the TIF Fund or to provide allowable LMI assistance.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

During the year ended June 30, 2018, the City credited \$750,000 of general obligation capital loan notes to the TIF Fund. The proceeds are to be used to fund infrastructure projects located in the City's TIF area. During fiscal year 2018, the City subsequently disbursed \$240,585 of the proceeds for project costs from the TIF Fund. By crediting the note proceeds to the TIF Fund, the City has commingled tax increment financing receipts with note proceeds.

During the year ended June 30, 2018, the City also paid \$1,185 of legal and publication claims from the TIF fund. These costs do not represent TIF obligations and accordingly, are not an allowable use of tax increment financing receipts.

Recommendation – To comply with Chapter 403 of the Code of Iowa, the note proceeds should have been credited to a Capital Project Fund and project costs paid from that fund. The City should transfer the \$509,415 of the proceeds remaining in the TIF Fund to a Capital Project Fund to account for the remaining project costs.

The City should reimburse the TIF Fund from an allowable fund, such as the General Fund, for \$1,185 of the legal and publication costs. If disbursements are for a qualified TIF project, the City may approve an advance (interfund loan) from the General Fund to the TIF Fund and certify the advance to the County Auditor as a TIF obligation for future collections of TIF receipts and reimbursements to the General Fund to repay the advance.

Response – The City will refrain from crediting debt proceeds to the Special Revenue, TIF Fund in the future. The City will track the project disbursements during fiscal year 2019 to ensure the proceeds are spent or any unspent balance is transferred to the Debt Service Fund and used to pay the related debt. The City is actively working on identifying the correct way to properly expend costs associated with TIF obligations.

Conclusion – Response accepted.

IV-N-18 Payment of General Obligation Bonds – In November 2015, the City certified \$751,818 of TIF debt to the County Auditor, a portion of the 2015 General Obligation bonds. Although TIF increment taxes were collected during fiscal year 2018, the City did not transfer from the Special Revenue, Tax Increment Financing Fund to the Debt Service Fund for payment on the City's 2015 general obligation bonds.

Recommendation – The City should transfer TIF increment tax funds from the Special Revenue, Tax Increment Financing Fund to the Debt Service Fund in accordance with the debt payment schedule.

Response – The City will transfer funds in accordance with payment schedule.

Conclusion – Response accepted.

City of Fairfield

Schedule of Findings and Questioned Costs

Year ended June 30, 2018

IV-O-18 Unclaimed Property – Chapter 556.11 of the Code of Iowa requires each City to report and remit obligations, including checks and unrepresented bonds/coupons, outstanding for more than two years to the Office of Treasurer of State annually. The City did not remit these obligations as required. In prior years, the City canceled \$3,700 of old outstanding checks in the City's accounts. At June 30, 2018, the City's outstanding check listing approximately \$1,500 of checks which were outstanding greater than two years.

Recommendation – The outstanding checks should be reviewed annually and checks over two years old and the unrepresented bonds/coupons should be remitted to the Office of Treasurer of State, as required.

Response – The City will review and work on this process.

Conclusion – Response accepted.

City of Fairfield

Staff

This audit was performed by:

Donna F. Kruger, CPA, Manager  
Katherine L. Rupp, CPA, Manager  
Jonathan M. Mader, CPA, Staff Auditor  
Nicholas J. Gassman, Staff Auditor  
Amanda M. Anderson, Assistant Auditor  
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Marlys K. Gaston, CPA  
Deputy Auditor of State