

**HIGGINS LAKE UTILITIES AUTHORITY
ROSCOMMON COUNTY, MICHIGAN
AUDITED FINANCIAL STATEMENTS
JUNE 30, 2018**

HIGGINS LAKE UTILITY AUTHORITY

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor's Report	1-2
Management's Discussion and Analysis.	3-6
Basic Financial Statements:	
Proprietary Fund:	
Statement of Net Position	
Business-type Activities - Enterprise Fund	7
Statement of Revenues, Expenses and Changes in Net Position	
Business-type Activities - Enterprise Fund	8
Statement of Cash Flows	
Business-type Activities - Enterprise Fund	9
Notes to Financial Statements	10-14
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	15-17



James M. Anderson, P.C.

Certified Public Accountant

P.O. Box 255 · Roscommon, MI 48653
Phone: (989) 821-8601 · Fax: (989) 563-3471 · E-mail: janderson@jmacpapc.com

INDEPENDENT AUDITOR'S REPORT

November 21, 2018

Utility Authority Board
Higgins Lake Utilities Authority
Higgins Lake, MI 48627

I have audited the accompanying financial statements of the Higgins Lake Utilities Authority, the business-type activities, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Higgins Lake Utility Authority as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Opinions

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Higgins Lake Utilities Authority as of June 30, 2018, and the respective changes in financial position and, where applicable and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis information on pages 3 through 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.



JAMES M. ANDERSON, P.C.
CERTIFIED PUBLIC ACCOUNTANT

HIGGINS LAKE UTILITY AUTHORITY
MANAGEMENT'S DISCUSSION & ANALYSIS

As management of the Higgins Lake Utility Authority (the "Utility Authority"), we offer readers of the Utility Authority's financial statements this narrative overview and analysis of the financial activities of the Utility Authority for the fiscal year ended June 30, 2018.

Financial Highlights

- . The assets of the Utility Authority exceeded its liabilities at the close of the most recent fiscal year by \$2,102,188 (*net position*). Of this amount, \$251,675 (*unrestricted net position*) may be used to meet the Utility Authority's ongoing obligations.
- . As of the close of the fiscal year, the Authority had \$4,510,513 in Capital Assets.
- . The Authority had \$2,660,000 in bonds outstanding.

Overview of the Financial Statements

The discussion and analysis are intended to serve as an introduction to the Utility Authority's basic financial statements. The Utility Authority's basic financial statements consist of three components: 1) Government-wide financial statements, 2) Fund financial statements, and 3) Notes to the financial statements. This report also contains other supplemental information in addition to the basic financial statements themselves.

Government-wide financial statements. The *Government-wide financial statements* are designed to provide readers with a broad overview of the Utility Authority's finances, in a manner similar to a private-sector business.

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

The *statement of activities* presents information showing how the Utility Authority's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

HIGGINS LAKE UTILITY AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

Both of the Government-wide financial statements present functions of the Utility Authority that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The business-type activities of the Utility Authority currently include providing sewer services.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Utility Authority, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Authority currently has one proprietary fund to account for the sewer activity.

Proprietary funds. Higgins Lake Utility Authority maintains one type of proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the Government-wide financial statements.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 10 to 14 of this report.

Government-wide Financial Analysis. As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Utility Authority, assets exceeded its liabilities by \$2,102,188 at the close of the most recent fiscal year.

A portion of the Utility Authority's net position (88%) reflects its investment in capital assets (e.g., land, land improvements, buildings, and equipment); less any related debt used to acquire those assets that is still outstanding. The Utility Authority uses these capital assets to provide sewer services to the community; consequently, these assets are *not* available for future spending.

Utility Authority's Net Position

	Business - Type Activities		Variance	%
	2018	2017		
Assets				
Current and Other Assets	\$ 257,049	\$ 261,978	\$ (4,929)	(1.88)
Capital Assets, Net	4,510,513	4,623,465	(112,952)	(2.44)
Total Assets	4,767,562	4,885,443	(117,881)	(2.41)
Liabilities				
Current Liabilities	235,374	235,722	(348)	(0.15)
Long Term Liabilities	2,430,000	2,660,000	(230,000)	(8.65)
Total Liabilities	2,665,374	2,895,722	(230,348)	(7.95)
Net Position				
Invested in Capital Assets, Net of Related Debt	1,850,513	1,738,465	112,048	6.45
Unrestricted	251,675	251,256	419	0.17
Total Net Position	\$ 2,102,188	\$ 1,989,721	\$ 112,467	5.65

HIGGINS LAKE UTILITY AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

The Utility Authority's net position increased by \$112,467 during the current fiscal year. Unrestricted net position - the part of the net position that can be used to finance day to day operations, increased by \$419 or .17% during the fiscal year ended June 30, 2018.

Utility Authority's Changes in Net Position				
Business - Type Activities				
	<u>2018</u>	<u>2017</u>	<u>Variance</u>	<u>%</u>
Revenue				
Program Revenue				
Charges for Services	\$ 171,170	\$ 171,346	\$ (176)	(0.10)
Non Operating Revenues:				
Interest Earnings	141	280	(139)	(49.64)
Grants and Other	993	464	529	114.01
Special Assessments	283,666	283,381	285	0.10
Total Revenue	<u>455,970</u>	<u>455,471</u>	<u>499</u>	<u>0.11</u>
Expenses				
Sewer	284,837	274,224	10,613	3.87
Interest on Long-Term Debt	58,666	63,381	(4,715)	(7.44)
Total Expenses	<u>343,503</u>	<u>337,605</u>	<u>5,898</u>	<u>1.75</u>
Increase (Decrease) in Net Position	112,467	117,866	(5,399)	(4.58)
Net Position - Beginning of Year	<u>1,989,721</u>	<u>1,871,855</u>	<u>117,866</u>	<u>6.30</u>
Net Position - End of Year	<u>\$ 2,102,188</u>	<u>\$ 1,989,721</u>	<u>\$ 112,467</u>	<u>5.65</u>

Business-type Activities. Total revenue increased by \$4,990. Operating expenses were up \$5,898 or 1.75% due to increases in repairs and engineering fees.

Financial Analysis of Government's Funds. As noted earlier, the Utility Authority uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Capital Assets. The Utility Authority's investment in capital assets for its business-type activities as of June 30, 2018, amounted to \$4,510,513 (Net of Accumulated depreciation).

	<u>2018</u>	<u>2017</u>	<u>Total Percentage Change 2017-18</u>
Capital Assets Being Depreciated			
Office Equipment	\$ 830	\$ 830	0.00
Building and Improvements	10,280	10,280	0.00
Sewer System	5,587,803	5,587,803	0.00
Total Capital Assets	5,598,913	5,598,913	0.00
Total Accumulated Depreciation	1,088,400	975,448	11.58
Total Net Capital Assets	<u>\$ 4,510,513</u>	<u>\$ 4,623,465</u>	<u>(2.44)</u>

HIGGINS LAKE UTILITY AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

Long term debt.

Higgins Lake Utility Authority has two outstanding bond issues dated January 8, 2008 and September 20, 2007. These issues were used to assist in the construction of the sewer system. The original amount of issue #1 was \$840,000 and the original amount of issue #2 was \$3,815,000. The rate of interest is 4.0 to 5.0% for Bond #1 and 1.625% for bond #2. Payments for the year ended June 30, 2018 totaled \$283,666 including interest of \$58,666 and principal of \$225,000. The outstanding principal due for both issue #1 and issue #2 at June 30, 2018 was \$2,660,000.

Operation and the Future

During the fiscal year 2017/2018 we successfully completed our ninth year of operation.

Financially the Board continues to work very diligently to maintain a balanced budget in the Operations and Maintenance account. Issues are beginning to arise where expenses are increasing and the income is not.

The Board has had many discussions regarding the need for an increase in the O&M fees to cover the increase cost of operations but also to better position ourselves for future replacement of equipment that has went beyond its life expectancy. The board has requested and received an Asset Review Plan from Wade Trim which gave the board an overview of the current condition of the system and a cost analysis and the life expectancy of all components of the system. The board is currently reviewing the plan and will be deciding in the near future how best to proceed.

Requests for Information.

This financial report is designed to provide a general overview of the Utility Authority's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

**Paul Tatro, Business Manager
Higgins Lake Utility Authority
P.O. Box 437
Higgins Lake, MI 48627**

HIGGINS LAKE UTILITY AUTHORITY
STATEMENT OF NET POSITION
PROPRIETARY FUND
JUNE 30, 2018

	Business-type Activities Enterprise Fund
ASSETS	
Current Assets:	
Cash and cash equivalents	\$ 248,068
Customer receivables	8,631
Prepaid expenses	350
Total Current Assets	257,049
Noncurrent Assets:	
Capital assets	4,510,513
Total Noncurrent Assets	4,510,513
Total Assets	4,767,562
LIABILITIES	
Current Liabilities:	
Accounts payable	5,374
Current portion of long-term debt	230,000
Total Current Liabilities	235,374
Noncurrent Liabilities:	
Long-term debt	2,430,000
Total Noncurrent Liabilities	2,430,000
Total Liabilities	2,665,374
NET POSITION	
Invested in Capital Assets, Net of Related Debt	1,850,513
Unrestricted	251,675
Total Net Position	\$ 2,102,188

The accompanying notes are an integral part of these statements

HIGGINS LAKE UTILITY AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUND
YEAR ENDED JUNE 30, 2018

	Business-type Activities Enterprise Fund
OPERATING REVENUES	
Charges for services	\$ 171,170
Total Operating Revenues	171,170
 OPERATING EXPENSES	
Board per diems	2,350
Professional services	2,113
Contracted services	97,969
Printing and publishing	435
Insurance	3,593
Office expenses	2,861
Repairs and maintenance	4,256
License and permits	3,650
Education and dues	759
Utilities	49,699
Rent	4,200
Depreciation	112,952
Total Operating Expenses	284,837
OPERATING INCOME (LOSS)	(113,667)
 NON OPERATING REVENUES (EXPENSES)	
Interest income	141
Special assessments	283,666
Miscellaneous	993
Interest expense	(58,666)
Net Nonoperating Revenues (Expenses)	226,134
 CHANGE IN NET POSITION	 112,467
 NET POSITION - July 1, 2017	 1,989,721
NET POSITION - June 30, 2018	\$ 2,102,188

The accompanying notes are an integral part of these statements.

HIGGINS LAKE UTILITY AUTHORITY
STATEMENT OF CASH FLOWS
PROPRIETARY FUND
YEAR ENDED JUNE 30, 2018

	Business-type Activities Enterprise Fund
CASH FLOWS FROM OPERATING ACTIVITIES:	
Cash received from customers	\$ 169,450
Cash payments to suppliers for goods and services	(177,233)
Net Cash Provided (Used) by Operating Activities	(7,783)
 CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:	
Miscellaneous revenue	993
Special assessment proceeds	283,666
Principal and interest paid on bonds	(283,666)
Capital purchases	-
Net Cash Provided by Capital and Related Financing Activities	993
 CASH FLOWS FROM INVESTING ACTIVITIES:	
Interest income	141
Net increase (decrease) in cash	(6,649)
CASH - July 1, 2017	254,717
CASH - June 30, 2018	\$ 248,068
 RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	
Operating income (loss)	\$ (113,667)
Adjustments to reconcile net income to cash provided by operating activities:	
Depreciation	112,952
(Increase) decrease in customers receivables	(1,720)
(Increase) decrease in prepaid expense	-
Increase (decrease) in accounts payable	(5,348)
Net Cash Provided (Used) by Operating Activities	\$ (7,783)

The accompanying notes are an integral part of these statements.

HIGGINS LAKE UTILITY AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Higgins Lake Utility Authority ("the Utility Authority") conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the more significant polices used by the Utility Authority:

Reporting Entity

The Utility Authority was created on February 16, 2007, under Public Act 233 of 1955 to create and operate a sewage disposal and water supply system in Lyon Township of Roscommon County and Beaver Creek Township of Crawford County. The Utility Authority operates under an appointed Utility Authority Board composed of three members appointed by the Lyon Township Board, one member appointed by the Beaver Creek Township Board, and a fifth member appointed by mutual consent of both boards. Not more than one member shall be an elected township official from each township. The accompanying financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board (GASB) for determining the various governmental organizations to be included in the reporting entity. These criteria include significant operational financial relationships that determine which of the governmental organizations are a part of the Utility Authority's reporting entity, and which organizations are legally separate, component units of the Utility Authority. Based on the application criteria, the Utility Authority does not contain any component units.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and statement of revenues, expenses and changes in net position) report information as a whole on all of the nonfiduciary activities of the Utility Authority. For the most part, the effect of interfund activity has been removed from these statements. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. All the Utility Authority's government-wide activities are considered business-type activities.

The accounts of the Utility Authority are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, net position, revenues, and expenses. Currently the Authority has only one fund for the sewer activity.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenses are recognized in accounts and reported in financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

HIGGINS LAKE UTILITY AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as is the proprietary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The Utility Authority reports the Sewer Fund account for the activity of the sewage collection system.

Private-sector standards of accounting issued prior to December 1, 1989 are generally followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with standards of the Governmental Accounting Standards Board. The Utility Authority has elected to follow private-sector standards issued after November 30, 1989 for its business-type activities.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods and services or privileges provided; (2) operating grants and contributions; (3) capital grants and contributions, including special assessment (if any).

Proprietary funds distinguish operating revenue and expenses from nonoperating items. Operating revenue and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal revenue of the proprietary fund relate to charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

Assets, Liabilities, and Net Position

Bank Deposits and Investments - Cash and cash equivalents are considered to be cash on hand, demand deposits, and short term investments (certificates of deposit) with a maturity of 12 months or less.

Capital Assets - Capital assets, which include property, plant, equipment, infrastructure are reported in the business-type activities column of the government-wide financial statements. Capital assets are defined by the Utility Authority as assets with an initial individual cost of more than \$1000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost. Donated capital assets are recorded at estimated fair market value at the date of donation.

HIGGINS LAKE UTILITY AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Liabilities, and Net Position (Continued)

Property, plant, equipment and infrastructure are depreciated using the straight-line method over the following useful lives:

Sewer System	50 years
Equipment	5-10 years

Long-Term Obligations - In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long term obligations (if any) are reported as liabilities in the business-type activities and the proprietary fund statement of net position.

Use of Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual amounts could vary from those estimates.

Deferred Outflows of Resources - In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Authority has no items that qualify for reporting in this category.

Deferred Inflows of Resources - In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Authority has no items that qualify for reporting in this category.

NOTE B - DEPOSITS AND INVESTMENTS

Deposits are carried at cost. Deposits are in one financial institution in the name of the Higgins Lake Utility Authority Treasurer. Michigan Compiled Laws, Section 129.91, as amended, authorizes the Utility Authority to deposit and invest in the accounts of a state or nationally chartered bank, a state or federally chartered savings and loan association, a savings bank, or a credit union whose deposits are insured by an agency of the U.S. government and which maintains a principal office or branch office in this state under the law of this state of the United States; bonds, securities, and other obligations of the United States, or an agency or instrumentality of the United States in which the principal and interest is fully guaranteed by the United States, including securities issued or guaranteed by the Government National Mortgage Association; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan; and commercial paper rated by two standard rating agencies within the three highest classifications, which mature not more than 270 days after the date of purchase, and which involve no more than 50 percent of any one fund.

HIGGINS LAKE UTILITY AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE B - DEPOSITS AND INVESTMENTS (CONTINUED)

The Utility Authority's investments are in accordance with statutory authority.

At year-end, the Utility Authority's deposits were reported in the basic financial statements in the following categories:

	Business-type Activities
Cash and cash equivalents	\$ 248,068

The bank balance of the Utility Authority's deposits is \$248,147, of which 100% is covered by federal depository insurance.

Investments are classified into three categories of credit risk as follows:

- Category 1: Insured or collateralized with securities held by the Utility Authority or its agent in the Utility Authority's name.
- Category 2: Collateralized with securities held by the pledging financial institution's trust department or agent in the Utility Authority's name.
- Category 3: Uncollateralized (includes any bank balance that is collateralized with securities held by the pledging financial institution, or by its trust department or agent, but not in the Utility Authority's name).

The Utility Authority did not have any investments to be classified as to risk at year end.

NOTE C - CAPITAL ASSETS

Capital Assets Activity for the year was as follows:

	Balance 7/01/2017	Additions	Deductions	Balance 6/30/2018
Capital Assets Being Depreciated:				
Office Equipment	\$ 830	\$ -	\$ -	\$ 830
Building and improvements	10,280	-	-	10,280
Sewer System	5,587,803	-	-	5,587,803
Total	5,598,913	-	-	5,598,913
Less Accumulated Depreciation:	975,448	112,952	-	1,088,400
Total Net Capital Assets	\$ 4,623,465	\$ (112,952)	\$ -	\$ 4,510,513

Depreciation expense for the Authority was \$112,952.

HIGGINS LAKE UTILITY AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE D - RISK MANAGEMENT

Higgins Lake Utility Authority is exposed to various risks of loss related to theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by insurance purchased from independent insurance companies. Settled claims from these risks have not exceeded insurance coverage for the last fiscal year.

NOTE E - LONG TERM DEBT

The Utility Authority's outstanding debt at June 30, 2018 is composed of two issues of sewage disposal revenue bonds. Both series are payable, both as to principal and interest, solely from the net revenues of the sewer system.

	Balance July 1 2017	Additions (Reductions)	Balance June 30 2018	Due Within One Year
Bond No. 1 - Issue date 1/8/08 Original amount - \$810,000 Interest at the rates of 4.0 to 5.0% due semi-annually commencing 10/8/08. Principal due annually in amounts \$40,000 commencing 10/8/08. Final Payment due 10/1/27	\$ 450,000	\$ (40,000)	\$ 410,000	\$ 40,000
Bond No. 2 - issue date 9/20/07 Original amount - \$3,815,000 Interest at the rate of 1.625% due semi-annually commencing 10/1/08. Principal due annually in amounts ranging from \$165,000 to \$220,000 commencing 10/1/09. Final payment due 10/1/28.	<u>2,435,000</u>	<u>(185,000)</u>	<u>2,250,000</u>	<u>190,000</u>
Totals	<u>\$2,885,000</u>	<u>\$ (225,000)</u>	<u>\$2,660,000</u>	<u>\$ 230,000</u>

Future payments due are as follows:

	Principal	Interest	Total
Year ended June 30,			
2019	\$ 230,000	\$ 54,719	\$ 284,719
2020	230,000	49,831	279,831
2021	235,000	44,903	279,903
2022	240,000	39,894	279,894
2023	240,000	34,744	274,744
2024	245,000	29,553	274,553
2025	245,000	24,222	269,222
2026	250,000	18,850	268,850
2027	260,000	13,397	273,397
2028-2029	<u>485,000</u>	<u>9,400</u>	<u>494,400</u>
	<u>\$2,660,000</u>	<u>\$ 319,513</u>	<u>\$2,979,513</u>

NOTE F - SPECIAL ASSESSMENT

Special Assessment payments are collected by Lyon Township and distributed to the Authority for debt service payments. The Township holds all excess payments in a trust account on behalf of the Authority.



James M. Anderson, P.C.

Certified Public Accountant

P.O. Box 255 · Roscommon, MI 48653
Phone: (989) 821-8601 · Fax: (989) 563-3471 · E-mail: janderson@jmacpapc.com

**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**

November 21, 2018

Utility Authority Board
Higgins Lake Utility Authority
Higgins Lake, MI 48627

Dear Board:

I have audited the accompanying financial statements of the Higgins Lake Utility Authority for the year ended June 30, 2018, and issued my report thereon dated November 21, 2018. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the Higgins Lake Utility Authority's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of Higgins Lake Utility Authority's internal control over financial reporting.

My consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, I identified certain deficiencies in internal control over financial reporting that I consider to be significant deficiencies.

Segregation of Duties

The idea of segregation of duties is that two or more persons are part of a process, such as cash disbursements, so that if a mistake is made by one, it will become apparent to another within a reasonable time period.

Currently, the Authority has one person in the bookkeeping staff who is responsible for writing cash receipts received by mail, writing checks, recording cash receipts, cash disbursements, payroll, bank transfers and adjusting journal entries as well as preparing bank reconciliations.

Monthly financial statements, conveyance of bank transfers and cash receipts deposits, and signing of checks are done by Management personnel or the Board of Directors.

With the limited bookkeeping staff, the Authority has an inherent weakness in the internal controls related to the bookkeeping functions. Segregation of these duties should be made on a practical basis.

Financial Statement Preparation

All Michigan governments are required to prepare financial statements in accordance with generally accepted accounting principals (GAAP). This is a responsibility of the Authority's management. The preparation of financial statements in accordance with GAAP requires internal controls over both (1) recording, processing, and summarizing accounting data (i.e., maintaining internal books and records), and (2) reporting government-wide and fund financial statements, including the related footnotes (i.e., external financial reporting). As is the case with most small and medium-sized entities, the Authority relies on its independent external auditor to assist in the preparation of the government-wide financial statements and footnotes as part of its external financial reporting process. Accordingly, the Authority's ability to prepare financial statements in accordance with GAAP is based, in part, on its reliance on its external auditors, who cannot, by definition, be considered a part of the government's internal controls. This condition was caused by the Authority's determination that it is more cost effective to outsource the preparation of its annual financial statements to the auditors than to incur the time and expense of obtaining the necessary training and expertise required for the Authority to perform this task internally.

A Control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects Higgins Lake Utility Authority's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Authority's financial statements that is more than inconsequential will not be prevented or detected by the Authority's internal control. I consider the deficiencies described above to be significant deficiencies in internal control over financial reporting.

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

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, the significant deficiency described above I consider to be material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Higgins Lake Utility Authority's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

This report is intended for the information of management, Utility Authority Board, and the State of Michigan and is not intended to be, and should not be used by anyone other than these specified parties.



JAMES M. ANDERSON, P.C.
CERTIFIED PUBLIC ACCOUNTANT



James M. Anderson, P.C.

Certified Public Accountant

P.O. Box 255 · Roscommon, MI 48653
Phone: (989) 821-8601 · Fax: (989) 563-3471 · E-mail: janderson@jmacpapc.com

November 21, 2018

Authority Utility Board
Higgins Lake Utilities Authority
Higgins Lake, MI 48627

I have audited the financial statements of the business-type activity and major fund of the Higgins Lake Utility Authority for the year ended June 30, 2018, and have issued my report thereon dated November 21, 2018. Professional standards require that I provide you with the following information related to my audit.

My Responsibility Under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in my engagement letter dated November 9, 2018, my responsibility, as described by professional standards, is to plan and perform my audit to obtain reasonable, but not absolute, assurance about whether the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting standards. Because an audit is designed to provide reasonable, but not absolute assurance and because I did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by me.

As part of my audit, I considered the internal control of the Higgins Lake Utility Authority. Such considerations were solely for the purpose of determining my audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of Higgins Lake Utility Authority's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of my tests was not to provide an opinion on compliance with such provisions.

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of my engagement letter, I will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Higgins Lake Utility Authority are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. I noted no transactions entered into by the Higgins Lake Utility Authority during the year that were both significant and unusual, and of which, under professional standards, I am required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Audit Adjustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in my judgment, may not have been detected except through my auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on Higgins Lake Utility Authority's financial reporting process (that is, cause future financial statements to be materially misstated). In my judgment, none of the adjustments I proposed, whether recorded or unrecorded by the Higgins Lake Utility Authority, either individually or in the aggregate, indicate matters that could have a significant effect on Higgins Lake Utility Authority's financial reporting process.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to my satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of my audit.

Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves applications of an accounting principle to the governmental unit's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts. To my knowledge, there were no such consultations with other accountants.

Issues Discussed Prior to Retention of Independent Auditors

I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Higgins Lake Utility Authority's auditor. However, these discussions occurred in the normal course of my professional relationship and my responses were not a condition to my retention.

Difficulties Encountered in Performing the Audit

I encountered no significant difficulties in dealing with management in performing my audit.

This information is intended solely for the use of management and the Utilities Authority Board and is not intended to be and should not be used by anyone other than these specified parties.



James M. Anderson, P.C.
Certified Public Accountant