

**CITY OF POTLATCH**

**FINANCIAL STATEMENTS**

For the Year Ended September 30, 2022

# CITY OF POTLATCH

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## INDEPENDENT AUDITOR'S REPORT

Members of the City Council  
City of Potlatch  
Potlatch, Idaho

### Report on the Audit of the Financial Statements

#### *Opinions*

We have audited the accompanying financial statements of the governmental activities, the business-type activities and each major fund of the City of Potlatch, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the City of Potlatch, as of September 30, 2022, and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Potlatch, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management 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, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the schedule of pension funding and the budgetary comparison schedules on pages 33 through 34, respectively, 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 the financial reporting for placing the basic financial statements in the appropriate operational, economic, or historical context.

We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The City of Potlatch has not presented the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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 the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

### ***Reports on Summarized Comparative Information***

We have previously audited the City of Potlatch's 2021 financial statements, and we expressed an unmodified audit opinion on the financial statements of the governmental activities, the business-type activities, and each major fund in our report dated May 3, 2023. In our opinion, the summarized comparative information presented herein is consistent, in all material respects, with the audited financial statements from which it has been derived.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated August 16, 2023, on our consideration of the City of Potlatch's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on 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 Potlatch's internal control over financial reporting and compliance.

*Presnell Gage, PLLC*

August 16, 2023  
Moscow, Idaho

# CITY OF POTLATCH

## STATEMENT OF NET POSITION September 30, 2022

	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and investments	\$ 465,743	\$ 747,527	\$ 1,213,270
Receivables	42,671	99,037	141,708
Prepaid expenses	6,716	2,686	9,402
Interfund balances	75,071	(75,071)	
Total current assets	<u>590,201</u>	<u>774,179</u>	<u>1,364,380</u>
<b>RESTRICTED ASSETS</b>			
Cash and cash equivalents	<u>0</u>	<u>247,982</u>	<u>247,982</u>
<b>NONCURRENT ASSETS</b>			
Capital assets, net of accumulated depreciation	<u>3,113,520</u>	<u>7,435,927</u>	<u>10,549,447</u>
Total noncurrent assets	<u>3,113,520</u>	<u>7,435,927</u>	<u>10,549,447</u>
Total assets	<u>3,703,721</u>	<u>8,458,088</u>	<u>12,161,809</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Defined benefit pension	<u>31,722</u>	<u>60,119</u>	<u>91,841</u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Accounts payable	20,722	17,931	38,653
Accrued salaries and benefits	6,396	6,632	13,028
Accrued interest payable		35,104	35,104
Other current liabilities		8,175	8,175
Current portion of bonds payable		167,069	167,069
Total current liabilities	<u>27,118</u>	<u>234,911</u>	<u>262,029</u>
<b>LONG-TERM OBLIGATIONS</b>			
Bonds payable		2,791,035	2,791,035
Net pension liability	<u>59,621</u>	<u>112,996</u>	<u>172,617</u>
Total long-term obligations	<u>59,621</u>	<u>2,904,031</u>	<u>2,963,652</u>
Total liabilities	<u>86,739</u>	<u>3,138,942</u>	<u>3,225,681</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Defined benefit pension	5,818	11,025	16,843
Deferred grant revenue	<u>0</u>	<u>54,680</u>	<u>54,680</u>
Total deferred inflows of resources	<u>5,818</u>	<u>65,705</u>	<u>71,523</u>
<b>NET POSITION</b>			
Investment of capital assets, net of related debt	3,113,520	4,477,823	7,591,343
Restricted for debt service		247,982	247,982
Unrestricted	<u>529,366</u>	<u>587,755</u>	<u>1,117,121</u>
Total net position	<u>\$ 3,642,886</u>	<u>\$ 5,313,560</u>	<u>\$ 8,956,446</u>

See accompanying notes

# CITY OF POTLATCH

## STATEMENT OF ACTIVITIES For the Year Ended September 30, 2022

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
<b>Primary government</b>							
Governmental activities							
General government	\$ 132,966	\$ 15,178		\$ 50,000	\$ (67,788)		\$ (67,788)
Highways and streets	202,626		\$ 58,429		(144,197)		(144,197)
Culture and recreation	144,393	109,904	10,000		(24,489)		(24,489)
Unallocated depreciation	94,549				(94,549)		(94,549)
PERSI retirement actuarial change	(6,904)				6,904		6,904
Total governmental activities	567,630	125,082	68,429	50,000	(324,119)		(324,119)
Business-type activities:							
Water	266,862	261,141		120,408		\$ 114,687	114,687
Sewer	422,203	310,142				(112,061)	(112,061)
Sanitation	150,131	163,430				13,299	13,299
Total business-type activities	839,196	734,713	0	120,408		15,925	15,925
Total primary government	\$ 1,406,826	\$ 859,795	\$ 68,429	\$ 170,408	(324,119)	15,925	(308,194)
General revenues:							
Property taxes					193,105		193,105
State sales tax and revenue sharing					84,373		84,373
Liquor tax					15,345		15,345
Franchise fees					10,453		10,453
Investment earnings					2,295	4,281	6,576
Other					22,380		22,380
Total general revenues					327,951	4,281	332,232
Change in net position					3,832	20,206	24,038
Net position at beginning of year					3,639,054	5,300,705	8,939,759
Prior period adjustment						(7,351)	(7,351)
Net position at end of year					\$ 3,642,886	\$ 5,313,560	\$ 8,956,446

See accompanying notes  
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# CITY OF POTLATCH

## BALANCE SHEET - GOVERNMENTAL FUNDS September 30, 2022

	General	21st Century Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash and investments	\$ 463,358	\$ 2,385	\$ 465,743
Receivables			
Taxes	5,530		5,530
Accounts	838		838
Intergovernmental	36,303		36,303
Prepaid expenditures	6,716		6,716
Interfund receivable	77,456		77,456
	<u>590,201</u>	<u>2,385</u>	<u>592,586</u>
Total assets	<u>\$ 590,201</u>	<u>\$ 2,385</u>	<u>\$ 592,586</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 20,722		\$ 20,722
Accrued salaries and benefits	3,376		3,376
Interfund payable		\$ 2,385	2,385
Total liabilities	<u>24,098</u>	<u>2,385</u>	<u>26,483</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue - property taxes	5,530		5,530
Total deferred inflows of resources	<u>5,530</u>	<u>0</u>	<u>5,530</u>
<b>FUND BALANCES</b>			
Unassigned	560,573		560,573
Total fund balances	<u>560,573</u>	<u>0</u>	<u>560,573</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 590,201</u>	<u>\$ 2,385</u>	<u>\$ 592,586</u>

See accompanying notes



## CITY OF POTLATCH

### RECONCILIATION OF THE STATEMENT OF NET POSITION TO THE BALANCE SHEET - GOVERNMENTAL FUNDS September 30, 2022

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#### Total fund balances - Governmental Funds

Amounts reported for governmental activities in the statement of net position are different because: \$ 560,573

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in governmental funds:

Cost of capital assets	4,105,030
Accumulated depreciation	(991,510)

Deferred outflows and deferred inflows for pension liabilities are not due and payable in the current period and, therefore, are not reported in the funds:

Deferred outflows	31,722
Deferred inflows	(5,818)
Net pension liability	(59,621)

Employee benefits, including credit leave and sick leave, which have not been paid out are not accrued in the funds. (3,020)

Property taxes and other receivables to be collected this year, but are not available soon enough to pay for the current period's expenditures and, therefore, are unavailable in the funds. 5,530

**Total net position - Governmental Activities** \$ 3,642,886

# CITY OF POTLATCH

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

For the Year Ended September 30, 2022

	General	21st Century Fund	Total Governmental Funds
<b>REVENUES</b>			
Property taxes	\$ 189,708		\$ 189,708
Intergovernmental	168,600		168,600
Licenses and permits	14,425		14,425
Charges for services	125,082		125,082
Grants and contributions	60,000		60,000
Earnings on investments	2,294	\$ 1	2,295
Other	7,955		7,955
Total revenues	<u>568,064</u>	<u>1</u>	<u>568,065</u>
<b>EXPENDITURES</b>			
Current:			
General government	132,787	179	132,966
Culture and recreation	144,393		144,393
Transportation	202,626		202,626
Total expenditures	<u>479,806</u>	<u>179</u>	<u>479,985</u>
Excess (deficiency) of revenues over (under) expenditures	<u>88,258</u>	<u>(178)</u>	<u>88,080</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in		178	178
Transfers out	(178)		(178)
Total other financing sources (uses)	<u>(178)</u>	<u>178</u>	<u>0</u>
Net change in fund balances	88,080		88,080
<b>FUND BALANCES AT BEGINNING OF YEAR</b>	<u>472,493</u>	<u>0</u>	<u>472,493</u>
<b>FUND BALANCES AT END OF YEAR</b>	<u><u>\$ 560,573</u></u>	<u><u>\$ 0</u></u>	<u><u>\$ 560,573</u></u>

See accompanying notes

## CITY OF POTLATCH

### RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

For the Year Ended September 30, 2022

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<b>Net change in fund balances - Total Governmental Funds</b>	<b>\$</b>	<b>88,080</b>
Amounts reported for governmental activities in the statement of activities are different because:		
Capital outlays to purchase or build capital assets are reported in governmental funds expenditures. However, for governmental activities, those costs are shown in the statement of net position and allocated over their estimated useful lives as annual depreciation:		
Current year depreciation		(94,549)
Net pension liability and the related deferred outflows and deferred inflows are not considered available for the governmental funds in the current year.		
Current year net pension liability, deferred outflows, and deferred inflows		6,904
Some amounts receivable will not be collected for several months after the fiscal year-end, and they are not considered available revenues in the governmental funds. Instead, they are counted as deferred tax revenues. They are, however, recorded in the statement of activities:		
Current year taxes receivable		5,530
Prior year taxes receivable		(2,133)
		<hr/>
<b>Change in net position - Governmental Activities</b>	<b>\$</b>	<b>3,832</b>
		<hr/>

See accompanying notes

## CITY OF POTLATCH

## STATEMENT OF NET POSITION - PROPRIETARY FUNDS

September 30, 2022

	Water Current Year	Water Prior Year	Sewer Current Year	Sewer Prior Year	Sanitation Current Year	Sanitation Prior Year	Total Current Year
<b>ASSETS</b>							
<b>CURRENT ASSETS</b>							
Cash and investments	\$ 166,931	\$ 86,023	\$ 580,596	\$ 628,565		\$ 51,102	\$ 747,527
Receivables							
Accounts	35,996	31,352	43,463	30,870	\$ 19,578	15,231	99,037
Prepaid expense	1,343		1,343				2,686
Interfund receivable	83,175	72,811		(393,311)	204,076	142,459	287,251
Total current assets	287,445	190,186	625,402	266,124	223,654	208,792	1,136,501
<b>RESTRICTED ASSETS</b>							
Cash and cash equivalents	81,034	81,034	166,948	166,948			247,982
<b>NONCURRENT ASSETS</b>							
Fixed assets (net, where applicable, of accumulated depreciation)	1,499,526	1,457,145	5,936,401	6,146,347			7,435,927
Net pension asset		845		1,255			
Total assets	1,868,005	1,729,210	6,728,751	6,580,674	223,654	208,792	8,820,410
<b>DEFERRED OUTFLOWS OF RESOURCES</b>							
Defined benefit pension	29,931	16,067	30,188	15,968	0	0	60,119
<b>LIABILITIES</b>							
<b>CURRENT LIABILITIES</b>							
Accounts payable	3,519	2,150	1,631	1,833	12,781	3,867	17,931
Accrued salaries and benefits	3,316	3,316	3,316	3,316			6,632
Accrued interest payable			35,104	36,525			35,104
Other current liabilities	8,175	8,175					8,175
Interfund payable			362,322				362,322
Current portion of bonds payable	47,931	46,032	119,138	117,203			167,069
Total current liabilities	62,941	59,673	521,511	158,877	12,781	3,867	597,233
<b>LONG-TERM OBLIGATIONS</b>							
Net pension liability	56,256		56,740				112,996
Bonds payable	754,571	802,503	2,036,464	2,155,602			2,791,035
Total liabilities	873,768	862,176	2,614,715	2,314,479	12,781	3,867	3,501,264
<b>DEFERRED INFLOWS OF RESOURCES</b>							
Deferred grant revenue	54,680						54,680
Defined benefit pension	5,489	34,682	5,536	34,802			11,025
Total deferred inflows of resources	60,169	34,682	5,536	34,802	0	0	65,705
<b>NET POSITION</b>							
Investment of capital assets, net of related debt	697,024	608,610	3,780,799	3,873,542			4,477,823
Restricted for:							
Debt service	81,034	81,034	166,948	166,948			247,982
Unrestricted	185,941	158,775	190,941	206,871	210,873	204,925	587,755
Total net position	\$ 963,999	\$ 848,419	\$ 4,138,688	\$ 4,247,361	\$ 210,873	\$ 204,925	\$ 5,313,560

See accompanying notes  
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**CITY OF POTLATCH**

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION - PROPRIETARY FUNDS  
For the Year Ended September 30, 2022

	<b>Water Current Year</b>	<b>Water Prior Year</b>	<b>Sewer Current Year</b>	<b>Sewer Prior Year</b>	<b>Sanitation Current Year</b>	<b>Sanitation Prior Year</b>	<b>Total Current Year</b>
<b>OPERATING REVENUES</b>							
Charges for services	<u>\$ 261,141</u>	<u>\$ 262,200</u>	<u>\$ 310,142</u>	<u>\$ 300,671</u>	<u>\$ 163,430</u>	<u>\$ 148,611</u>	<u>\$ 734,713</u>
<b>OPERATING EXPENSES</b>							
Personnel services	79,516	79,836	80,105	81,007			159,621
Supplies	31,176	33,186	31,567	37,042	541	411	63,284
Other services and charges	36,002	35,527	37,751	22,863	149,590	140,255	223,343
Depreciation	71,123	64,270	209,946	209,946			281,069
Total operating expenses	<u>217,817</u>	<u>212,819</u>	<u>359,369</u>	<u>350,858</u>	<u>150,131</u>	<u>140,666</u>	<u>727,317</u>
<b>OPERATING INCOME (LOSS)</b>	<u>43,324</u>	<u>49,381</u>	<u>(49,227)</u>	<u>(50,187)</u>	<u>13,299</u>	<u>7,945</u>	<u>7,396</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>							
Investment earnings	893	496	3,388	1,979			4,281
Interest expense	(35,001)	(36,826)	(48,325)	(50,243)			(83,326)
PERSI retirement actuarial change	(14,044)	7,800	(14,509)	7,814			(28,553)
Total nonoperating revenues (expenses)	<u>(48,152)</u>	<u>(28,530)</u>	<u>(59,446)</u>	<u>(40,450)</u>	<u>0</u>	<u>0</u>	<u>(107,598)</u>
<b>INCOME (LOSS) BEFORE CONTRIBUTIONS &amp; TRANSFERS</b>	<u>(4,828)</u>	<u>20,851</u>	<u>(108,673)</u>	<u>(90,637)</u>	<u>13,299</u>	<u>7,945</u>	<u>(100,202)</u>
<b>CONTRIBUTIONS &amp; TRANSFERS</b>							
Capital contributions	120,408						120,408
Total contributions & transfers	<u>120,408</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>120,408</u>
<b>CHANGE IN NET POSITION</b>	<u>115,580</u>	<u>20,851</u>	<u>(108,673)</u>	<u>(90,637)</u>	<u>13,299</u>	<u>7,945</u>	<u>20,206</u>
<b>TOTAL NET POSITION AT BEGINNING OF YEAR</b>	<u>848,419</u>	<u>827,568</u>	<u>4,247,361</u>	<u>4,337,998</u>	<u>204,925</u>	<u>196,980</u>	<u>5,300,705</u>
<b>PRIOR PERIOD ADJUSTMENT</b>					<u>(7,351)</u>		<u>(7,351)</u>
<b>TOTAL NET POSITION AT END OF YEAR</b>	<u>\$ 963,999</u>	<u>\$ 848,419</u>	<u>\$ 4,138,688</u>	<u>\$ 4,247,361</u>	<u>\$ 210,873</u>	<u>\$ 204,925</u>	<u>\$ 5,313,560</u>

See accompanying notes  
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# CITY OF POTLATCH

## STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS For the Year Ended September 30, 2022

	Water Current Year	Water Prior Year	Sewer Current Year	Sewer Prior Year	Sanitation Current Year	Sanitation Prior Year	Total Current Year
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>							
Receipts from customers and users	\$ 256,497	\$ 258,378	\$ 297,549	\$ 308,025	\$ 151,732	\$ 146,792	\$ 705,778
Payments to suppliers	(67,152)	(68,845)	(70,863)	(60,485)	(141,217)	(140,300)	(279,232)
Payments to employees	(79,516)	(78,503)	(80,105)	(79,674)			(159,621)
Net cash provided by operating activities	109,829	111,030	146,581	167,866	10,515	6,492	266,925
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>							
Net advances from (repayments to) other funds	(10,364)	(3,857)	(30,989)	57,985	(61,617)	44,610	(102,970)
Net cash provided (used) by noncapital financing activities	(10,364)	(3,857)	(30,989)	57,985	(61,617)	44,610	(102,970)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>							
Proceeds from capital grants	175,088						175,088
Acquisition and construction of capital assets	(113,504)	(26,117)		(26,117)			(113,504)
Principal paid on capital debt	(46,033)	(44,208)	(117,203)	(115,329)			(163,236)
Interest paid on capital debt	(35,001)	(36,826)	(49,746)	(51,619)			(84,747)
Net cash used by capital and related financing activities	(19,450)	(107,151)	(166,949)	(193,065)	0		(186,399)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>							
Interest received	893	496	3,388	1,979			4,281
Net cash provided by investing activities	893	496	3,388	1,979			4,281
Net change in cash	80,908	518	(47,969)	34,765	(51,102)	51,102	(18,163)
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>	167,057	166,539	795,513	760,748	51,102		1,013,672
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	\$ 247,965	\$ 167,057	\$ 747,544	\$ 795,513	\$ 0	\$ 51,102	\$ 995,509
<b>CASH COMPONENTS</b>							
Current assets, cash and cash equivalents	\$ 166,931	\$ 86,023	\$ 580,596	\$ 628,565		\$ 51,102	\$ 747,527
Cash and cash equivalents, restricted	81,034	81,034	166,948	166,948			247,982
	\$ 247,965	\$ 167,057	\$ 747,544	\$ 795,513	\$ 0	\$ 51,102	\$ 995,509

See accompanying notes  
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**CITY OF POTLATCH**

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS  
For the Year Ended September 30, 2022

	<u>Water Current Year</u>	<u>Water Prior Year</u>	<u>Sewer Current Year</u>	<u>Sewer Prior Year</u>	<u>Sanitation Current Year</u>	<u>Sanitation Prior Year</u>	<u>Total Current Year</u>
<b>Reconciliation of operating income (loss) to net cash provided by operating activities</b>							
Operating income (loss)	\$ 43,324	\$ 49,381	\$ (49,227)	\$ (50,187)	\$ 13,299	\$ 7,945	\$ 7,396
Adjustment to reconcile operating income (loss) to net cash provided by operating activities:							
Depreciation	71,123	64,270	209,946	209,946			281,069
Changes in other balance sheet accounts:							
Receivables	(4,644)	(3,822)	(12,593)	7,354	(11,698)	(1,819)	(28,935)
Prepaid expense	(1,343)		(1,343)				(2,686)
Accounts payable	1,369	(132)	(202)	(580)	8,914	366	10,081
Accrued salaries and benefits		1,333		1,333			
Net cash provided by operating activities	<u>\$ 109,829</u>	<u>\$ 111,030</u>	<u>\$ 146,581</u>	<u>\$ 167,866</u>	<u>\$ 10,515</u>	<u>\$ 6,492</u>	<u>\$ 266,925</u>
<b>SUPPLEMENTAL DISCLOSURES</b>							
Total cash paid for interest	<u>\$ 35,001</u>	<u>\$ 36,826</u>	<u>\$ 49,746</u>	<u>\$ 51,619</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 84,747</u>

See accompanying notes  
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# CITY OF POTLATCH

## STATEMENT OF NET POSITION - FIDUCIARY FUNDS September 30, 2022

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	River Ridge Development
<b>ASSETS</b>	
Cash and cash equivalents	<u>\$ 936</u>
Total assets	<u><u>\$ 936</u></u>
<b>LIABILITIES</b>	
Due to others	<u>\$ 936</u>
Total liabilities	<u><u>\$ 936</u></u>

See accompanying notes



# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Reporting Entity

The City of Potlatch, Idaho, operates under a Mayor/Council form of government and provides the following services as authorized by its charter and by Title 50 of the *Idaho Code*: Public safety, public works, streets, culture, recreation, and community development.

Generally accepted accounting principles require the City of Potlatch's financial statements to include component units. Component units are entities for which the City is considered to be financially accountable as defined in governmental accounting standards. The City of Potlatch has no component units.

#### B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the City. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type entities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

#### C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources management focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

The City reports the following major governmental funds:

The general fund is the City's primary operating fund. It accounts for all financial resources of the general government except those required to be accounted for in another fund.

The 21<sup>st</sup> Century fund is a special revenue fund. The City's expenditures for supporting after school programs are reimbursed by the Federal government.

The City reports the following major proprietary funds:

The water fund accounts for the provision of water services to the residents of the City.

The sewer fund accounts for the provision of sewer services to the residents of the City.

The sanitation fund accounts for the provision of sanitation and related services to the residents of the City.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

Amounts reported as *program revenues* include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's proprietary funds are charges to customers for sales and services. The City also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance Equity

***Deposits and Investments.*** The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

The City's investments consist of deposits in the Idaho State Treasurer's Local Government Investment Pool (LGIP) and are stated at fair value. Deposits in the LGIP represent an interest in the pool rather than ownership of specific securities. The State Treasurer is the custodian of the LGIP and no other regulatory oversight for the pool is established. The State Treasurer combines deposits from all governmental entities in the state, which participate in the pool, and purchases the following types of investments:

- Local Certificates of Deposit
- Repurchase Agreements
- Corporate Bond/s Notes
- U.S. Government Securities
- Money Market Funds

The participating entities' interest in the pool is calculated by dividing the individual entity's deposits by the total deposits held in the pool. The purpose of this is to increase the overall rate of return and reduce the risk of default.

The City's policy allows for investment of idle funds consistent with *Idaho Code* 67-1210 and 67-1210A.

State statutes authorize the City to invest in: Obligations of the State of Idaho and its agencies, U.S. Treasury and U.S. agencies, municipal bonds, repurchase agreements, tax and revenue anticipation bonds, notes, and the State Treasurer's Investment Pool.

***Receivables and Payables.*** Transactions between funds that are outstanding at the end of the year are reported as "interfund balances" on the balance sheet.

All trade receivables are shown net of an allowance for uncollectibles. There is no allowance for uncollectible property tax receivable accounts due to management's determination that these amounts are immaterial.

Property taxes are levied in September on the current assessed value of all real and personal property located in the City. Property taxes are due on December 20 of the levy year and June 20 of the following year and are considered delinquent the day following the due date. The taxes are collected by Latah County, Idaho, and remitted to the City in the month following collection by the County. A lien is filed on the property three years from the date of delinquency.

# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance Equity (Continued)

**Net Position/Fund Balances.** Program expenses are allocated to restricted program revenue first and then to the next highest level of net position/fund balance restrictions, when both restricted and unrestricted resources are available.

The Governmental Accounting Standards Board (GASB) defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB requires the fund balance amounts to be properly reported within one of the fund balance categories below:

**Nonspendable.** Includes amounts that cannot be spent because they are either (1) not in spendable form, or (2) legally or contractually required to be maintained intact.

**Restricted.** Includes amounts that can be spent only for the specific purpose stipulated by external resource providers, constitutional provisions, or enabling legislation.

**Committed.** Includes amounts that can only be used for the specific purposes determined by a formal action of the government's highest level of decision-making authority.

**Assigned.** Includes amounts that are intended to be used by the government for specific purposes, but do not meet the criteria to be classified as restricted or committed.

**Unassigned.** Residual classification of fund balance that includes all spendable amounts that have not been restricted, committed, or assigned.

At times, certain proceeds of the City's bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. The City does have assigned assets relating to the accumulated revenues from culture and recreation.

**Capital Assets.** Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of three years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add value or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant, and equipment of the primary government, as well as the component units, are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset Type</u>	<u>Years</u>
Buildings and structures	40
Infrastructure and industrial systems	40
Machinery and equipment	7 to 10

# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance Equity (Continued)

**Compensated Absences.** Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are reported in the payroll service fund for governmental funds. Vested or accumulated vacation leave of proprietary funds is recorded as an expense and liability of those funds as the benefits accrue to employees. No liability is recorded for nonvesting accumulating rights to receive sick pay benefits.

**Pensions.** For purposes of measuring the net pension assets, liabilities, and pension expense, information about the fiduciary net position of the Public Employee Retirement System of Idaho Base Plan (Base Plan) and additions to/deductions from the Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**Long-Term Obligations.** In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**Comparative Data/Reclassifications.** Comparative total data for the prior year have been presented only for individual enterprise funds in the fund financial statements in order to provide an understanding of the changes in the financial position and operations of these funds.

**Use of Estimates.** Management of the City uses estimates and assumptions in preparing financial statements in accordance with United States generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that management uses.

## CITY OF POTLATCH

### NOTES TO FINANCIAL STATEMENTS

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## 2. BUDGETARY AND LEGAL COMPLIANCE

### A. Budgetary Information

The City Council follows these procedures in establishing the budgetary data reflected in the financial statements:

The Mayor submits a proposed operating budget to the City Council for the upcoming fiscal year. The operating budget includes proposed expenditures and the means of financing them. Public hearings are conducted to obtain taxpayer comments.

The City Council legally enacts the budget through passage of an ordinance, which is filed with the Secretary of State. The budget covers all governmental and proprietary fund types. The City adopts budgets on the modified accrual basis of accounting for all governmental and proprietary fund types. At any time during the fiscal year, the City Council may amend the appropriation ordinance by following the same procedures used during the budget adoption process. The sewer fund exceeded its budgeted expenditures by \$73,397.

## 3. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS

### A. Cash and Investments

The carrying amount of cash deposits at year-end was \$289,650 and the bank balance was \$295,934. Of the bank balance, all of it was covered by federal depository insurance. The City also had \$1,164,519 and \$7,937 held by the Idaho State Treasurer's Local Government Investment Pool and 110 shares of Principle Financial Group, Inc.'s common stock, respectively.

**Interest Rate Risk.** Interest rate risk is the risk that changes in interest rates will reduce the value of the City's investments. The City does not have a policy regarding interest rate risk.

**Custodial Risk.** Custodial risk is the risk that, in the event of the failure of the investment custodian, the City will not be able to recover the value of its investments or collateral securities that are in the possession of the custodian. The Idaho State Treasurer's Local Government Investment Pool diversifies investments to minimize credit risk to any individual government. The City's investment in the Idaho State Treasurer's Local Government Investment Pool has not been issued an external credit quality rating and is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency.

**Concentration of Credit Risk.** The City has no policy on the amount they may invest in any one issuer.

**Fair Value.** Investments are measured on a recurring basis within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on 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 City's investment in the Idaho State Treasurer's Local Government Investment Pool is measured with Level 2 inputs, which is the same inputs as the Pool uses for its underlying investments.

CITY OF POTLATCH

NOTES TO FINANCIAL STATEMENTS

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**3. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS (CONTINUED)**

**B. Receivables**

Delinquent taxes represent delinquent property amounts due from individuals. Over time, substantially all property taxes are collected.

Accounts receivables represent:

Customer utility billings for water, wastewater collection, and sanitation	\$ 99,037
Allowance for uncollectible accounts	<u>0</u>
Business-type activities	<u><u>\$ 99,037</u></u>

Intergovernmental receivables represent:

State of Idaho, state revenue sharing	\$ 23,397
State of Idaho, highway user fees	9,006
State of Idaho, state liquor apportionment	<u>3,900</u>
Governmental activities	<u><u>\$ 36,303</u></u>



# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

### 3. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS (CONTINUED)

#### C. Capital Assets

Capital asset activity for the year ended September 30, 2022, was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities				
Capital assets not being depreciated:				
Land	\$ 145,886			\$ 145,886
Depreciable assets				
Buildings and improvements	3,772,209			3,772,209
Vehicles	49,874			49,874
Equipment	137,061			137,061
	<u>\$ 4,105,030</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>4,105,030</u>
Accumulated depreciation				
Buildings and improvements	\$ 728,128	\$ 91,130		819,258
Vehicles	36,784	2,165		38,949
Equipment	132,049	1,254		133,303
	<u>\$ 896,961</u>	<u>\$ 94,549</u>	<u>\$ 0</u>	<u>991,510</u>
				<u>\$ 3,113,520</u>
Business-Type Activities				
Capital assets not being depreciated:				
Land	\$ 155,460			\$ 155,460
Depreciable assets				
Buildings	62,634			62,634
Water systems	2,470,995	\$ 113,504		2,584,499
Vehicles	18,000			18,000
Equipment	144,498			144,498
Sewer systems	8,322,421			8,322,421
	<u>\$ 11,174,008</u>	<u>\$ 113,504</u>	<u>\$ 0</u>	<u>11,287,512</u>
Accumulated depreciation				
Buildings	\$ 11,706	\$ 1,306		13,012
Water systems	1,046,826	68,927		1,115,753
Vehicles	6,300	1,800		8,100
Equipment	141,174	1,286		142,460
Sewer systems	2,364,510	207,750		2,572,260
	<u>\$ 3,570,516</u>	<u>\$ 281,069</u>	<u>\$ 0</u>	<u>3,851,585</u>
				<u>\$ 7,435,927</u>



# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

### 3. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS (CONTINUED)

#### C. Capital Assets (Continued)

Depreciation expense for governmental activities is unallocated. Depreciation expense was charged to the business-type activities of the City as follows:

Business-type activities:	
Water	\$ 71,123
Sewer	209,946
Total depreciation expense - business-type activities	<u>\$ 281,069</u>

#### D. Long-Term Debt

The City issued bonds where the City pledges income derived from the acquired or constructed assets to pay debt service. The City issued \$1,400,000 of revenue bonds in prior years for a water system improvement project. The City issued \$3,127,358 of USDA revenue bonds in prior years for a sewer system improvement project. The City also issued \$1,100,000 of DEQ sewer revenue bonds in prior years to pay off a prior interim loan relating to the sewer system improvement project. The long-term debt outstanding at year-end is as follows:

<u>Purpose</u>	<u>Interest Rate</u>	<u>Amount</u>
Water System Improvement Bonds	4.125%	\$ 802,502
Sewer System Improvement Bonds	3.250%	1,471,088
Sewer System Improvement Bonds	0.000%	52,500
Sewer System Interim Financing	0.000%	632,014

Long-term debt activity for the year ended September 30, 2022, was as follows:

	<u>Beginning Balance</u>	<u>Increase</u>	<u>Decreases</u>	<u>Ending Balance</u>
USDA water revenue bonds	\$ 848,535		\$ (46,032)	\$ 802,503
DEQ sewer revenue bonds - 2013	57,500		(5,000)	52,500
USDA sewer revenue bonds	1,530,623		(59,536)	1,471,087
DEQ sewer revenue bonds - 2014	684,682		(52,668)	632,014
	<u>\$ 3,121,340</u>	<u>\$ 0</u>	<u>\$ (163,236)</u>	<u>\$ 2,958,104</u>

# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

### 3. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS (CONTINUED)

#### D. Long-Term Debt (Continued)

Year Ending <u>September 30</u>	<u>Principal</u>	<u>Interest</u>
2023	\$ 167,069	\$ 80,913
2024	171,043	76,939
2025	175,165	72,817
2026	179,438	68,544
2027	183,869	64,113
2028-2032	991,752	248,158
2033-2037	785,631	113,471
2038-2040	304,137	20,113
Total	<u>\$ 2,958,104</u>	<u>\$ 745,068</u>

### 4. OTHER INFORMATION

#### A. Risk Management

The City of Potlatch purchases liability and property insurance through the Idaho Counties Risk Management Program (ICRMP). ICRMP is an all-lines aggregate insurance program providing liability, property, and casualty insurance coverage to Idaho's counties and other political subdivisions on a voluntary participation basis. ICRMP assumes or reinsures all risk covered for claims. Participants are charged an annual insurance premium. The City is responsible for the first \$1,000 of any loss claim.

The general insurance limits are as follow:

Property damage	Total insured value
General liability	\$3,000,000 per occurrence
Automobile liability	\$3,000,000 per occurrence
Law enforcement liability	\$3,000,000 per occurrence
Errors and omissions	\$3,000,000 per occurrence
Uninsured/underinsured motorists	\$3,000,000 per occurrence
Crime insurance and bond	\$500,000 per occurrence

#### B. Pension Plan

**Plan Description.** The City contributes to the Base Plan, which is a cost-sharing, multiple-employer, defined benefit pension plan administered by the Public Employee Retirement System of Idaho (PERSI) that covers substantially all employees of the State of Idaho, its agencies, and various participating political subdivisions. The cost to administer the Plan is financed through the contributions and investment earnings of the Plan.

## CITY OF POTLATCH

### NOTES TO FINANCIAL STATEMENTS

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#### 4. OTHER INFORMATION (CONTINUED)

##### B. Pension Plan (Continued)

**Plan Description (Continued).** PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at [www.persi.idaho.gov](http://www.persi.idaho.gov).

Responsibility for administration of the Base Plan is assigned to the Board comprised of five members appointed by the Governor and confirmed by the Idaho Senate. State law requires that two members of the Board be active Base Plan members with at least ten years of service and three members who are Idaho citizens not members of the Base Plan except by reason of having served on the Board.

**Pension Benefits.** The Base Plan provides for retirement, disability, death, and survivor benefits of eligible members or beneficiaries. Benefits are based upon members' years of service, age, and highest average salary. Members become fully vested in their retirement benefits with 5 years of credited service (5 months for elected or appointed officials). Members are eligible for retirement benefits upon attainment of the ages specified for their employment classifications. The annual service retirement allowance for each month of credited service is 2.0 percent (2.3 percent for police/firefighters) of the average monthly salary for the highest consecutive 42 months.

The benefit payments for the Base Plan are calculated using a benefit formula adopted by the Idaho Legislature. The Base Plan is required to provide a 1 percent minimum cost of living increase per year provided the *Consumer Price Index* increases 1 percent or more. The PERSI Board has the authority to provide higher cost of living increases to a maximum of the *Consumer Price Index* movement or 6 percent, whichever is less; however, any amount above the 1 percent minimum is subject to review by the Idaho Legislature.

**Member and Employer Contributions.** Member and employer contributions paid to the Base Plan are set by statute and are established as a percent of covered compensation. Contribution rates are determined by the PERSI Board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) that are adequate to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60 percent of the employer rate for general employees and 72 percent for police and firefighters. At June 30, 2022, it was 7.16 percent for general employees and 8.81 percent for police and firefighters. The employer contribution rate as a percent of covered payroll is set by the Retirement Board and was 11.94 percent general employees and 12.28 percent for police and firefighters.

**Pension Assets, Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.** At September 30, 2022, the City reported a liability of \$172,617 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2022, 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 in the Base Plan pension plan relative to the total contributions of all participating PERSI Base Plan employers. At June 30, 2022, the City's proportion was .0043825 percent.

# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

### 4. OTHER INFORMATION (CONTINUED)

#### B. Pension Plan (Continued)

***Pension Assets, Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued).*** For the year ended September 30, 2022, the City recognized a net pension expense of \$39,498. At September 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date	\$ 5,000	
Differences between expected and actual experience	\$ 18,982	\$ 770
Changes in assumptions or other inputs	\$ 28,142	
Net difference between projected and actual earnings on pension plan investments	\$ 39,717	
Changes in the City's proportion and differences between the City's contributions and the City's proportionate contributions		\$ 16,073

Five thousand dollars reported as deferred outflows of resources related to pensions resulting from employer contributions subsequent to the measurement date will be recognized as a decrease of the net pension liability in the year ending September 30, 2023.

The average of the expected remaining service lives of all employees that are provided with pensions through the system (active and inactive employees) determined at July 1, 2021, the beginning of the measurement period ended June 30, 2021, is 4.6 and 4.6 for the measurement period June 30, 2022.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenues) as follows:

2023	\$ 15,493
2024	17,639
2025	6,202
2026	30,663

***Actuarial Assumptions.*** Valuations are based upon actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. PERSI amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period permitted under Section 59-1322, *Idaho Code*, is 25 years.

## CITY OF POTLATCH

### NOTES TO FINANCIAL STATEMENTS

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#### 4. OTHER INFORMATION (CONTINUED)

##### B. Pension Plan (Continued)

**Actuarial Assumptions (Continued).** The total pension liability in the June 30, 2022, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.30%
Salary increases including inflation	3.05%
Investment rate of return	6.35%, net of pension plan investment expense
Cost of Living Adjustments (COLA)	1.00%

Several different sets of mortality rates are used in the valuation for contributing members, service retirement members, and beneficiaries. These rates were adopted for the valuation dated July 1, 2022.

##### *Contributing Members, Service Retirement Members, and Beneficiaries.*

General Employees and All Beneficiaries – M.	Pub-2010 General Tables, increased 11%
General Employees and All Beneficiaries – F.	Pub-2010 General Tables, increased 21%
Teachers – Male	Pub-2010 Teacher Tables, increased 12%
Teachers – Female	Pub-2010 Teacher Tables, increased 21%
Fire & Police – Male	Pub-2010 Safety Tables, increased 21%
Fire & Police – Female	Pub-2010 Safety Tables, increased 26%
Disabled Members – Male	Pub-2010 Disabled Tables, increased 38%
Disabled Members – Female	Pub-2010 Disabled Tables, increased 36%

An experience study was performed for the period July 1, 2015 through June 30, 2020, which reviewed all economic and demographic assumptions other than mortality. The total pension liability as of June 30, 2022, is based on the results of an actuarial valuation date of July 1, 2022.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan 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 weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach, which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers, and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of the System's assets.

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation.

# CITY OF POTLATCH

## NOTES TO FINANCIAL STATEMENTS

### 4. OTHER INFORMATION (CONTINUED)

#### B. Pension Plan (Continued)

##### ***Actuarial Assumptions (Continued).***

##### CAPITAL MARKET ASSUMPTIONS

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return (Arithmetic)</u>
Cash	0%	0.00%
Large Cap	18%	4.50%
Small/Mid Cap	11%	4.70%
International Equity	15%	4.50%
Emerging Markets Equity	10%	4.90%
Domestic Fixed	20%	(0.25%)
TIPS	10%	(0.30%)
Real Estate	8%	3.75%
Private Equity	8%	6.00%

***Discount Rate.*** The discount rate used to measure the total pension liability was 6.35 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plan's net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

***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 6.35 percent, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.35 percent) or 1-percentage-point higher (7.35 percent) than the current rate:

	1% Decrease (5.35%)	Current Discount Rate (6.35%)	1% Increase (7.35%)
City's proportionate share of the net pension liability (asset)	\$ 304,653	\$ 172,617	\$ 64,550

## CITY OF POTLATCH

### NOTES TO FINANCIAL STATEMENTS

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#### 4. OTHER INFORMATION (CONTINUED)

##### B. Pension Plan (Continued)

***Pension Plan Fiduciary Net Position.*** Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at [www.persi.idaho.gov](http://www.persi.idaho.gov).

##### C. Contingencies and Commitments

Grant and contract expenditures are subject to the approval of various granting and contracting agencies. To be eligible for reimbursement of expenditures made under federally, state, and locally funded programs, the City must comply with regulations established by the related agency and non-compliance could result in disallowed costs and a liability for reimbursement received.

##### D. Interfund Receivables, Payables, and Transfers

The City pools its cash between the governmental funds and proprietary funds. Expenditures and receipts are paid and deposited into the pooled accounts on behalf of other funds, which creates interfund receivables and payables. Interfund receivables and payables in each fund are offset for financial statement presentation purposes.

##### E. Fund Balance Classifications

***Restricted.*** Restricted net position/fund balances represent amounts, whose use is restricted by creditors, grantors, laws and regulations of other governments, or through enabling legislation. Restrictions of debt proceeds and other resources of the sewer fund exist for the specific purpose of satisfying debt service requirements set forth by the City's individual bond related covenants.

***Unassigned Fund Balance.*** The unassigned fund balance is in the general fund and has not been restricted, committed, or assigned to specific purposes within the general fund.

##### H. Prior Period Adjustments

The beginning net position of the Sanitation fund decreased by \$7,351. The City's accounts payable balance was understated in the prior year for services performed but not yet paid until the current fiscal year.

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## REQUIRED SUPPLEMENTARY INFORMATION

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**CITY OF POTLATCH**

**SCHEDULE OF PENSION FUNDING**

**SCHEDULE OF THE CITY'S SHARE OF NET PENSION ASSET AND LIABILITY - PERSI BASE PLAN**

Data reported is measured as of June 30, 2022

	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Employer's portion of the net pension (asset) liability	0.0043825%	0.0055383%	0.0057598%	0.0058420%	0.0059764%	0.0053178%	0.0043011%	0.0043461%	(1)	(1)
Employer's proportionate share of the net pension (asset) liability	\$ 172,617	\$ (4,374)	\$ 134,000	\$ 67,000	\$ 88,000	\$ 84,000	\$ 87,000	\$ 57,201	(1)	(1)
Employer's covered payroll	172,822	206,683	205,101	188,116	182,295	156,591	119,263	115,410	(1)	(1)
Employer's proportionate share of the net pension (asset) liability as a percentage of its covered payroll	100%	-2%	65%	36%	48%	54%	73%	50%	(1)	(1)
Plan fiduciary net position as a percentage of the total pension liability	83%	100%	88%	94%	92%	91%	87%	91%	(1)	(1)

**SCHEDULE OF THE CITY'S CONTRIBUTIONS TO PENSION PLANS - PERSI BASE PLAN**

Data reported is measured as of September 30, 2022

	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Statutorily required contribution	\$ 21,635	\$ 23,877	\$ 25,158	\$ 24,434	\$ 21,406	\$ 18,410	\$ 16,566	\$ 13,533	\$ 13,595	\$ 13,507
Contributions in relation to the statutorily required contribution	21,635	23,877	25,158	24,434	21,406	18,410	16,566	13,533	13,595	13,507
Contribution (deficiency) excess	0	0	0	0	0	0	0	0	0	0
Employer's covered payroll	181,198	199,975	210,700	213,200	189,100	162,600	146,300	119,500	120,100	130,000
Contributions as a percentage of covered payroll	11.94%	11.94%	11.94%	11.46%	11.32%	11.32%	11.32%	11.32%	11.32%	10.39%

(1) PERSI has not provided calculations for years prior to implementation of GASB Statement No. 68.

**CITY OF POTLATCH**

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL  
GENERAL FUND  
For the Year Ended September 30, 2022

	Budgeted Amounts Original and Final	Actual Amounts	Variance with Final Budget - Positive (Negative)
<b>REVENUES</b>			
Property taxes	\$ 184,783	\$ 189,708	\$ 4,925
Intergovernmental	142,609	168,600	25,991
Licenses and permits	8,200	14,425	6,225
Charges for services	63,529	125,082	61,553
Grants and contributions	60,000	60,000	
Earnings on investments	900	2,294	1,394
Other	3,571	7,955	4,384
Total revenues	<u>463,592</u>	<u>568,064</u>	<u>104,472</u>
<b>EXPENDITURES</b>			
Current			
General government	261,388	132,787	128,601
Culture and recreation	151,211	144,393	6,818
Transportation	169,993	202,626	(32,633)
Capital outlay	1,000	0	1,000
Total expenditures	<u>583,592</u>	<u>479,806</u>	<u>103,786</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(120,000)</u>	<u>88,258</u>	<u>208,258</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers out		(178)	(178)
Total other financing sources (uses)	<u>0</u>	<u>(178)</u>	<u>(178)</u>
Net change in fund balances	(120,000)	88,080	208,080
<b>FUND BALANCES AT BEGINNING OF YEAR</b>	<u>120,000</u>	<u>472,493</u>	<u>352,493</u>
<b>FUND BALANCES AT END OF YEAR</b>	<u>\$ 0</u>	<u>\$ 560,573</u>	<u>\$ 560,573</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

See accompanying notes

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## SUPPLEMENTARY INFORMATION

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## INDEPENDENT AUDITOR'S REPORT – GOVERNMENT AUDITING STANDARDS

Members of the City Council  
City of Potlatch  
Potlatch, Idaho

We have audited, in accordance with the 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, the financial statements of the governmental activities, the business type activities, and each major fund, of the City of Potlatch, Idaho, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the City of Potlatch, Idaho's basic financial statements and have issued our report thereon dated August 16, 2023.

### Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Potlatch, Idaho's internal control over financial reporting (internal control) to determine the audit procedures that are 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 Potlatch, Idaho's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Potlatch, Idaho's internal control.

*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 that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section 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 were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs (#2022-001) that we consider to be a significant deficiency.

## **Report on Compliance and Other Matters**

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

## **City of Potlatch, Idaho's Response to Findings**

*Government Auditing Standards* requires the auditor to perform limited procedures on the City of Potlatch's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The City of Potlatch's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

## **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.

A handwritten signature in blue ink that reads "Presnell Gage, PLLC". The signature is written in a cursive, flowing style.

August 16, 2023  
Moscow, Idaho

## CITY OF POTLATCH

### SCHEDULE OF FINDINGS AND RESPONSES For the Year Ended September 30, 2022

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#### SIGNIFICANT DEFICIENCY

##### Finding #2022-001

Criteria – Internal control systems generally attempt to divide up accounting tasks among multiple individuals (segregation of duties) to improve the ability of the City to identify errors within the accounting system.

Condition – The City has concentrated many accounting duties to one individual such that the desired segregation of duties is not possible. There are a limited number of personnel available to provide for the desired “segregation of duties.”

Effect – Many accounting duties are performed by a single individual with limited oversight available within the City.

Response – The City’s management and City Council believe that the cost of hiring additional accounting staff outweighs the benefits that the segregation of duties would provide.

Recommendation – We concur with the City’s response.