

***MILLER HOUSING
AND
REDEVELOPMENT COMMISSION
FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED
DECEMBER 31, 2017***

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***INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS***

**Board of Commissioners
Miller Housing and Redevelopment Commission
Miller, South Dakota**

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 business-type activities, and the major fund information of Miller Housing and Redevelopment Commission, (a component unit of the City of Miller), as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise Miller Housing and Redevelopment Commissions' basic financial statements, and have issued our report thereon dated May 25, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Miller Housing and Redevelopment Commission'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 of the effectiveness of Miller Housing and Redevelopment Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of Miller Housing and Redevelopment Commission's internal control over financial reporting.

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 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Miller Housing and Redevelopment Commission'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*.

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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. As required by South Dakota Codified Law 4-11-11, this report is a matter of public record and its distribution is not limited.

A handwritten signature in cursive script that reads "CIO Prof LLC".

Mitchell, South Dakota
May 25, 2018



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INDEPENDENT AUDITOR'S REPORT

**Board of Commissioners
Miller Housing and Redevelopment Commission
Miller, South Dakota**

We have audited the accompanying financial statements of the business-type activities, and the major fund information of the Miller Housing and Redevelopment Commission, (a component unit of the City of Miller), as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Miller Housing and Redevelopment Commission's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities, and the major fund information of the Miller Housing and Redevelopment Commission, as of December 31, 2017, and the respective changes in financial position and cash flows, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 through 8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Miller Housing and Redevelopment Commission's basic financial statements. The financial data schedules listed in the Table of Contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated May 25, 2018 on our consideration of Miller Housing and Redevelopment Commission's internal control over financial reporting and our tests of compliance with certain provisions of laws, regulations, contracts and grant agreements. 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 the 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 Miller Housing and Redevelopment Commission's internal control over financial reporting and compliance.



Mitchell, South Dakota
May 25, 2018

**MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Management's Discussion and Analysis (MD&A) is a reporting model adopted by the Governmental Accounting Standards Board (GASB) in their statement No. 34 *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, issued June 1999.

Our discussion and analysis of the Miller Housing & Redevelopment Commission (Housing Authority), Miller, South Dakota, financial performance provides an overview of the Housing Authority's financial activities for the fiscal year ended December 31, 2017. Please read the MD&A in conjunction with the Housing Authority's financial statements.

For accounting purposes, the Housing Authority is classified as an enterprise fund. Enterprise funds account for activities similar to those found in the private business sector, where the determination of net income is necessary or useful to sound financial administration. Enterprise funds are reported using the full accrual method of accounting in which all assets and all liabilities associated with the operation of these funds are included on the Statement of Net Position. The focus of enterprise funds is on income measurement, which, together with the maintenance of equity, is an important financial indication.

Financial Highlights

Total assets of the Housing Authority for the year ended December 31, 2017 were \$856,205. Total liabilities were \$32,885. Total assets exceeded total liabilities by \$823,320 (net position).

Unrestricted net position totals \$525,762. This is the amount of the Housing Authority's reserve.

Total operating and non-operating revenue for the year ended December 31, 2017, was \$224,888 and expenses totaled \$223,944, revenue exceeded expenses by \$944.

Overview of the Financial Statements

This annual report includes this MD&A report, the Basic Financial Statements and the Notes to the Financial Statements. The Housing Authority's financial statements are presented as program level financial statements because the Housing Authority only has proprietary funds.

The financial statements report information of the Housing Authority using accounting methods similar to those used by private sector companies. These statements offer short-term and long-term financial information about the Housing Authority's activities. The Statement of Net Position includes all the Housing Authority's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and obligations to the Housing Authority's creditors (liabilities). It also provides the basis for evaluating the capital structure of the Housing Authority and assessing the liquidity and financial flexibility of the Housing Authority.

All of the current year's revenues and expenses are accounted for in the Statement of Changes in Net Position. This statement measures the success of the Housing Authority's operations over the past year and can be used to determine whether the Housing Authority has successfully recovered all its costs through its user fees and other charges, profitability and credit worthiness.

The Statement of Cash Flows reports cash receipts, cash payments, and net changes in cash resulting from operating, investing, and financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.

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

**MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Financial Analysis

The Housing Authority's basic financial statements are the Statement of Net Position and the Statement of Changes in Net Position. The Statement of Net Position provides a summary of the Housing Authority's assets and liabilities as of the close of business on December 31, 2017. The Statement of Changes in Net Position summarizes the revenues and sources of those revenues, and expenses incurred in operating the Housing Authority for the year ended December 31, 2017.

Conventional Public Housing – Under the Conventional Public Housing Program, the Authority rents units that it owns to low-income households. The Conventional Public Housing Program is operated under an Annual Contributions Contract (ACC) with HUD, and HUD provides Operating Subsidy and Capital Grant funding to enable the PHA to provide the housing at a rent that is based upon 30% of household income.

Capital Fund Program – The Capital Fund Program is the primary funding source for physical and management improvements to the Authority's properties.

Statement of Net Position

FOR THE YEAR ENDED December 31	2017	2016
Current assets and prepaid expense	\$558,647	\$558,779
Inventory held for resale	\$0	\$0
Capital assets, net	\$297,558	\$289,537
Pension assets, net		
Total Assets	<u>\$856,205</u>	<u>\$848,316</u>
Deferred Outflows of Resources	\$0	\$0
Current liabilities	\$32,416	\$25,943
Non-current liabilities	\$469	\$0
Total liabilities	\$32,885	\$25,943
Deferred Inflow of Resources	\$0	\$0
Net Position		
Invested in capital assets, net of related debt	\$297,558	\$289,537
Restricted	\$0	\$0
Unrestricted	<u>\$525,762</u>	<u>\$532,836</u>
Total Net Position	<u>\$823,320</u>	<u>\$822,373</u>
Total Liabilities, Deferred inflow of Resources and Equity/Net Position	<u>\$856,205</u>	<u>\$848,316</u>

**(A COMPONENT UNIT OF THE CITY OF MILLER)
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Comparative Statement of Revenues, Expenses and Changes in Net Position

FOR THE YEAR ENDED December 31	2017	2016	Change
Program Revenue			
Tenant revenue	\$115,957	\$114,546	\$1,411
Other income	\$7,453	\$4,615	\$2,838
Federal grants and subsidies	\$97,297	\$89,349	\$7,948
Interest income	\$4,254	\$8,724	(\$4,470)
Sale of Capital Assets	(\$73)	(\$2,223)	\$2,150
Total revenue	<u>\$224,888</u>	<u>\$215,011</u>	\$9,877
Program Expenses			
Administration	\$87,455	\$89,699	(\$2,244)
Tenant Services	\$8,540	\$7,068	\$1,243
Utilities	\$41,923	\$43,267	(\$1,472)
Ordinary maintenance & operations	\$26,722	\$30,033	(\$3,311)
Protective services	\$0	\$0	\$0
General expenses	\$20,485	\$17,641	\$2,844
Non-routine maintenance	\$0	\$0	\$0
Depreciation	\$38,819	\$30,685	\$8,134
Interest Expense	\$0	\$0	\$0
HAP	\$0	\$0	\$0
Pension net revenue	\$0	\$0	\$0
Total expenses	<u>\$223,944</u>	<u>\$218,393</u>	\$5,194
Gain/loss - disposition of assets	\$0	\$0	\$0
Transfer of funds	\$0	\$0	\$0
Change in Net Position	<u>\$944</u>	<u>(\$3,382)</u>	\$4,683
Beginning Net Position	<u>\$822,373</u>	<u>\$825,755</u>	(\$3,382)
Pension assets, net			
Pension related deferred outflow			
Ending Net Position	<u>\$823,317</u>	<u>\$822,373</u>	\$1,301

Federal grants total \$97,297.

**MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Capital Assets

**Capital Assets at Year-end
(Net of Accumulated Depreciation)**

FOR THE YEAR ENDED December 31	2017	2016	Change
Land	\$4,500	\$4,500	\$0
Buildings	\$940,197	\$895,337	\$44,860
Furniture, Equipment & Machinery - Admin	\$5,884	\$19,810	(\$13,926)
Furniture, Equipment & Machinery - Dwelling	\$6,352	\$42,290	(\$35,938)
Construction in Progress	\$0	\$2,650	(\$2,650)
Subtotal	\$956,933	\$964,587	(\$7,654)
Accumulated Depreciation	(\$659,375)	(\$675,050)	\$15,675
Total Capital assets	<u>\$297,558</u>	<u>\$289,537</u>	\$8,021

Long Term Debt

The Housing Authority has no long-term debt.

Economic Factors

The Housing Authority is primarily dependent upon HUD for the funding of operations; therefore, the Housing Authority is affected more by the federal budget than by local economic conditions. The funding of programs could be significantly affected by the federal budget for the current year (and future years).

Contacting the Housing Authority's Financial Management

Our financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the Housing Authority's finances and to show the Housing Authority's accountability for the money it receives. If you have questions about this report or wish to request additional financial information, contact Kristi Lichty, Executive Director, at Miller Housing & Redevelopment Commission, 105 N Broadway, Miller, South Dakota 57362 -- (605) 853-2869

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
PROPRIETARY FUND – STATEMENT OF NET POSITION
DECEMBER 31, 2017

ASSETS

CURRENT ASSETS

Cash and cash equivalents	\$	141,439
Cash - tenant security deposits		10,257
Accounts receivable		2,760
Interest receivable		721
Prepaid insurance		12,250
<i>Total Current Assets</i>		167,427

PROPERTY AND EQUIPMENT

Land		4,500
Building and improvements		940,197
Equipment and furniture		12,236
Total Property and Equipment		956,933
Less accumulated depreciation		(659,375)
Net Property and Equipment		297,558

RESERVE ACCOUNTS

Savings and certificates of deposit		391,220
	\$	856,205

LIABILITIES & NET POSITION

CURRENT LIABILITIES

Accounts payable- other governments	\$	10,155
Accrued compensated absences -current		2,731
Accrued liabilities - other		9,742
Tenant security deposits		10,257
<i>Total Current Liabilities</i>		32,885

NET POSITION

Net investment in capital assets		297,558
Unrestricted		525,762
<i>Total Net Position</i>		823,320
	\$	856,205

*The accompanying Notes to Financial Statements are
an integral part of these financial statements.*

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
PROPRIETARY FUND - STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2017

OPERATING INCOME	
Apartment rentals	\$ 120,287
OPERATING EXPENSES	
Administration	87,455
Ordinary maintenance and operations	26,722
Tenant services	8,540
Utilities	41,923
Depreciation	38,819
Insurance expense	13,082
Payment in lieu of taxes	7,403
<i>Total Operating Expenses</i>	223,944
<i>Loss From Operations</i>	(103,657)
OTHER INCOME & EXPENSES	
Interest income	4,254
Loss on sale of equipment	(73)
Other income	3,123
HUD operating grants	55,671
<i>Total Other Income</i>	62,975
<i>Loss From Operations before Capital Grants</i>	(40,682)
CAPITAL GRANTS	
HUD Capital Grants	41,626
INCREASE IN NET POSITION	
	944
NET POSITION, BEGINNING OF YEAR	
	822,376
NET POSITION, END OF YEAR	
	\$ 823,320

*The accompanying Notes to Financial Statements are
an integral part of these financial statements.*

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
PROPRIETARY FUND - STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2017

<i>Cash Flows From Operating Activities:</i>	
Cash received from tenants and others	\$ 123,410
Cash paid to employees and suppliers	<u>(179,063)</u>
<i>Net Cash (Used) by Operating Activities</i>	<u>(55,653)</u>
 <i>Cash Flows From Investing Activities:</i>	
Investment in certificates of deposit	(3,091)
Interest received	<u>4,247</u>
<i>Net Cash Provided by Investing Activities</i>	<u>1,156</u>
 <i>Cash Flows From Noncapital Financing Activities:</i>	
HUD Operating Grants	55,671
<i>Net Cash Provided by Noncapital Financing Activities</i>	<u>55,671</u>
 <i>Cash Flows From Capital Financing Activities:</i>	
HUD Capital Grants	38,866
Building improvements/equipment purchased	<u>(45,215)</u>
<i>Net Cash (Used) by Capital Financing Activities</i>	<u>(6,349)</u>
 <i>Decrease in Cash</i>	
	(5,175)
 <i>Cash and Cash Equivalents, Beginning of Year</i>	
	156,871
<i>Cash and Cash Equivalents, End of Year</i>	
	<u>\$ 151,696</u>

*The accompanying Notes to Financial Statements are
an integral part of these financial statements.*

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
PROPRIETARY FUND - STATEMENT OF CASH FLOWS, CONTINUED
FOR THE YEAR ENDED DECEMBER 31, 2017

**Reconciliation of (Loss) From Operations to Net Cash (Used)
by Operating Activities:**

(Loss) From Operations	\$ (103,657)
Adjustments to Reconcile (Loss) From Operations to Net Cash (Used) by Operating Activities:	
Depreciation	38,819
Other Income	3,123
Decrease in Current Assets:	
Prepaid insurance	815
(Decrease) Increase in Current Liabilities:	
Accounts payable- other governments	622
Accrued compensated absences	390
Accrued liabilities - other	3,151
Tenant security deposits	1,084
Net Cash (Used) by Operating Activities	<u><u>\$ (55,653)</u></u>

**Supplemental Schedule of Noncash Investing and
Financing Activities**

Purchase of fixed assets included in accounts payable	\$ (1,695)
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*The accompanying Notes to Financial Statements are
an integral part of these financial statements.*

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

a. Reporting Entity:

Miller Housing and Redevelopment Commission is a component unit of the City of Miller and was created by the City of Miller under SDCL 11-7-7 to provide decent, safe and affordable dwelling accommodations for persons of low or moderate income. The Commission is qualified as a public housing agency as defined by Section 546 of the Quality Housing and Work Responsibility Act of 1998 and Section 3(b)(6) of the United States Housing Act of 1937.

The fund included in this report is controlled by or dependent upon the Commission's governing board.

The accounting policies of the Commission conform to generally accepted accounting principles as applicable to governments.

b. Basis of Presentation:

Fund Financial Statements: The fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. The commission only has a proprietary fund consisting of one program and considers it to be a major fund for consistency in reporting from year to year.

Proprietary Funds:

Enterprise Funds – Enterprise Funds are used to account for operations that (a) are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Enterprise Fund consists of the following program:

Miller Manor	Programs used to record financial transactions related to rental operations. These activities are financed by user charges, grants and subsidies.
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MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:** *(continued)*

c. **Measurement Focus and Basis of Accounting:**

Measurement focus is a term used to describe “how” transactions are recorded within the various financial statements. Basis of accounting refers to “when” revenues and expenditures or expenses are recognized in the account and reported in the financial statements, regardless of the measurement focus.

Measurement Focus:

Fund Financial Statements -- In the fund financial statements, the accrual basis of accounting is applied to the proprietary fund.

Basis of Accounting:

Fund Financial Statements -- All proprietary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

d. **Capital Assets:**

Capital assets include land, buildings, equipment, and furniture that are used in operations and that have initial useful lives extending beyond a single reporting period.

The accounting treatment over capital assets depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are valued at the estimated fair value on the date donated.

Depreciation of all exhaustible fixed assets is recorded as an expense against operations by the proprietary funds, with net capital assets reflected in the proprietary fund balance sheets. Capitalization thresholds (the dollar values above which asset acquisitions are added to the capital asset accounts), depreciation methods, and estimated useful lives of capital assets reported in the proprietary funds are as follows:

	<i>Capitalization Threshold</i>	<i>Depreciation Method</i>	<i>Estimated Useful Life</i>
Buildings	\$500	straight-line	5-50 years
Equipment and Furnishings	\$500	straight-line	5-10 years

Land, an inexhaustible capital asset, is not depreciated.

In the fund financial statements, capital assets used in proprietary fund operations are accounted for on the accrual basis.

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017

1. ***SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)***

e. **Proprietary Funds Revenue and Expense Classifications:**

In the proprietary fund's Statement of Revenues, Expenses and Changes in Fund Net Position, revenues and expenses are classified in a manner consistent with how they are classified in the Statement of Cash Flows. That is, transactions for which related cash flows are reported as capital and related financing activities, noncapital financing activities, or investing activities are not reported as components of operating revenues or expenses.

f. **Cash and Cash Equivalents:**

For the purposes of the Statement of Cash Flows, the Commission defines cash as demand deposits and savings deposits available for its use.

g. **Equity Classifications:**

Equity is classified as net position and is displayed in three components:

1. Net investment in capital assets – Consists of capital assets, including restricted capital assets, net of accumulated depreciation (if applicable) and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowing that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted net position – Consists of net position with constraints placed on their use wither by (a) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (b) law through constitutional provisions or enabling legislation.
3. Unrestricted net position – All other net position that do not meet the definition of “restricted” or “net investment in capital assets”.

h. **Application of Net Position:**

It is the Commission's policy to first use restricted net position, prior to the use of unrestricted net position, when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

i. **Budgets and Budgetary Accounting:**

Every year, the Commission proposes and adopts budgets according to the Commission's policy, procedures and federal program requirements.

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:** *(continued)*

j. **Use of Estimates:**

The preparation of financial statements in conformity with generally accepted accounting principles 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 results could differ from those estimates.

k. **Federal Income Taxes:**

No provision for federal income taxes has been made as the Miller Housing and Redevelopment Commission is a governmental unit and is, therefore, not liable for income taxes.

l. **Compensated Absences:**

Annual vacation is earned by the full-time employee based on years of service. Upon termination, employees are entitled to receive compensation for their accrued annual leave balance.

The Commission accrues sick leave benefits based on hours work. Upon termination, employees are not entitled to receive compensation for their accrued annual leave balance.

The financial statements give effect to this liability. This amount does include the employer's share of payroll deductions.

2. **DEPOSITS AND INVESTMENTS & CREDIT RISK, CONCENTRATIONS OF CREDIT RISK AND INTEREST RATE RISK:**

Deposits – The Commission's cash deposits are made in qualified public depositories as defined by SDCL 4-6A-1, 9-22-6.1 and 9-22-6.2, and may be in the form of demand or time deposits. Qualified depositories are required by SDCL 4-6A-3 to maintain at all times, segregated from their other assets, eligible collateral having a value equal to at least 100 percent of the public deposit accounts which exceed deposit insurance such as the FDIC and NCUA. In lieu of pledging eligible securities, a qualified public depository may furnish irrevocable standby letters of credit issued by federal home loan banks accompanied by written evidence of that bank's public debt rating which may not be less than "AA" or a qualified public depository may furnish a corporate surety bond of a corporation authorized to do business in South Dakota.

Investments – In general; SDCL 11-7-31 and SDCL 4-5-6 permits the Commission to invest any funds held in reserves or debt service funds, or any funds not required for immediate disbursement, in property or securities in which banks may legally invest funds subject to their control.

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017

3. CHANGES IN CAPITAL ASSETS:

A summary of changes in capital assets for the fiscal year ended December 31, 2017 is as follows:

	<i>Balance</i> <i>12/31/16</i>	<i>Additions</i>	<i>Deletions</i>	<i>Balance</i> <i>12/31/17</i>
Business-type activities:				
Capital assets, not being depreciated:				
Land	\$ 4,500	\$ --	\$ --	4,500
<i>Totals</i>	<u>4,500</u>	<u>--</u>	<u>--</u>	<u>4,500</u>
Capital assets, being depreciated:				
Buildings and improvements	895,337	44,860	--	940,197
Equipment and furniture	64,750	2,052	54,566	12,236
<i>Totals</i>	<u>960,087</u>	<u>46,912</u>	<u>54,566</u>	<u>952,433</u>
Less accumulated depreciation	<u>675,050</u>	<u>38,819</u>	<u>54,494</u>	<u>659,375</u>
<i>Total capital assets, being depreciated, net</i>	<u>285,037</u>	<u>8,093</u>	<u>72</u>	<u>293,058</u>
<i>Business type activities capital assets, net</i>	<u>\$ 289,537</u>	<u>\$ 8,093</u>	<u>\$ 72</u>	<u>\$ 297,558</u>

4. RESERVE ACCOUNTS:

Certain funds are restricted for use as follows:

	<i>Operating</i> <i>Maintenance</i>
Miller Manor - Certificates of Deposit	\$ 384,917
Miller Manor - Savings	6,303
	<u>\$ 391,220</u>

5. HOUSING ASSISTANCE PAYMENTS:

Miller Housing and Redevelopment Commission has entered into an annual contribution contract, DEN-511, with the United States of America which in part provides that the government will make an annual contribution in an amount, as determined by the government. The total assistance received for the year ended December 31, 2017 was \$55,671.

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017

6. RISK MANAGEMENT:

The Commission is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. During the period ended December 31, 2017, the Commission managed its risks as follows:

Liability Insurance:

The Commission purchases liability insurance for risks related to torts; theft or damage to property; and omissions of public officials from a commercial insurance carrier.

Workers' Compensation:

The Commission purchases liability insurance for workers' compensation from a commercial insurance carrier.

7. PUBLIC HOUSING CAPITAL FUNDS:

<i>PHC Funds</i>	<i>Awarded</i>	<i>Expended to Date</i>	<i>Unexpended 12-31-17</i>
2017	<u>\$ 30,270</u>	<u>\$ 24,829</u>	<u>\$ 5,441</u>

The commission applies for various funds/grants to improve the property. The funds, when awarded, must be spent within 18 months.

8. PENSION PLAN:

a. Plan Information:

The commission through the City of Miller allows the employees to participate in the state retirement system. All employees, working more than 20 hours per week during the year, participate in the South Dakota Retirement System (SDRS), a cost sharing, multiple employer defined benefit pension plan administered by SDRS to provide retirement benefits for employees of the State of South Dakota and its political subdivisions. The SDRS provides retirement, disability, and survivor's benefits. The right to receive retirement benefits vests after three years of credited service. Authority for establishing, administering and amending plan provisions are found in SDCL 3-12. The SDRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained at <http://www.sdrs.sd.gov/publications/> or by writing to the SDRS, P.O. Box 1098, Pierre, SD 57501-1098 or by calling (605) 773-3731.

MILLER HOUSING AND REDEVELOPMENT COMMISSION
(A COMPONENT UNIT OF THE CITY OF MILLER)
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017

8. **PENSION PLAN:** (continued)

b. **Benefits Provided:**

SDRS has three different classes of employees, Class A, Class B public safety and Class B judicial. Class A retirement benefits are determined as 1.7 percent prior to 2008 and 1.55 percent thereafter of the employee's final 3-year average compensation times the employee's years of service. Employees with 3 years of service are eligible to retire at age 55. Class B public safety benefits are determined as 2.4 percent for service prior to 2008 and 2.0 percent thereafter of employee final average compensation. Class B judicial benefits are determined as 3.733 percent for service prior to 2008 and 3.333 percent thereafter of employee final average compensation. All Class B employees with 3 years of service are eligible to retire at age 45. Employees are eligible for service-related disability benefits regardless of length of service. Three years of service is required for nonservice-related disability eligibility. Disability benefits are determined in the same manner as retirement benefits but are payable immediately without an actuarial reduction. Death benefits are a percent of the employee's final average salary.

The annual increase in the amount of the SDRS benefits payable on each July 1st is indexed to the consumer price index (CPI) based on SDRS funded status:

- If the SDRS market value funded ratio is 100% or more – 3.1% COLA
- If the SDRS market value funded ratio is 80.0% to 99.9%, index with the CPI
^90.0% to 99.9% funded -- 2.1% minimum and 2.8% maximum COLA
^80.0% to 90.0% funded -- 2.1% minimum and 2.4% maximum COLA
- If the SDRS market value funded ratio is less than 80% -- 2.1% COLA

All benefits except those depending on the Member's Accumulated Contributions are annually increased by the Cost-of-Living Adjustment.

c. **Contributions:**

Covered employees are required by state statute to contribute the following percentages of their salary to the plan; Class A Members, 6.0% of salary; Class B Judicial Members, 9.0% of salary; and Class B Public Safety Members, 8.0% of salary. State statute also requires the employer to contribute an amount equal to the employee's contribution and to also make an additional contribution in the amount of 6.2% for any compensation exceeding the maximum taxable amount for Social Security for general employees only. The Commission's share of contributions to the SDRS for the years ended December 31, 2017, 2016, and 2015 were \$3,316, \$3,855, and \$3,155 respectively, equal to the required contributions each year.

d. **GASB 68 and 71:**

The effects of *Government Accounting Standards Board (GASB) 68 and 71* have been evaluated by management and the Board of Directors and the amounts and disclosures have been determined to be immaterial to the financial statements.

SUPPLEMENTARY INFORMATION

Miller Housing & Redevelopment Commision (SD038)
MILLER, SD

Entity Wide Balance Sheet Summary

Submission Type: Unaudited/Non Single Audit

Fiscal Year End: 12/31/2017

	Project Total	Subtotal	Total
111 Cash - Unrestricted	\$141,439	\$141,439	\$141,439
112 Cash - Restricted - Modernization and Development			
113 Cash - Other Restricted			
114 Cash - Tenant Security Deposits	\$10,257	\$10,257	\$10,257
115 Cash - Restricted for Payment of Current Liabilities			
100 Total Cash	\$151,696	\$151,696	\$151,696
121 Accounts Receivable - PHA Projects			
122 Accounts Receivable - HUD Other Projects	\$2,660	\$2,660	\$2,660
124 Accounts Receivable - Other Government			
125 Accounts Receivable - Miscellaneous	\$100	\$100	\$100
126 Accounts Receivable - Tenants			
126.1 Allowance for Doubtful Accounts -Tenants			
126.2 Allowance for Doubtful Accounts - Other			
127 Notes, Loans, & Mortgages Receivable - Current			
128 Fraud Recovery			
128.1 Allowance for Doubtful Accounts - Fraud			
129 Accrued Interest Receivable	\$721	\$721	\$721
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$3,481	\$3,481	\$3,481
131 Investments - Unrestricted	\$391,220	\$391,220	\$391,220
132 Investments - Restricted			
135 Investments - Restricted for Payment of Current Liability			
142 Prepaid Expenses and Other Assets	\$12,250	\$12,250	\$12,250
143 Inventories			
143.1 Allowance for Obsolete Inventories			
144 Inter Program Due From			
145 Assets Held for Sale			
150 Total Current Assets	\$403,470	\$403,470	\$403,470
161 Land	\$4,500	\$4,500	\$4,500
162 Buildings	\$940,197	\$940,197	\$940,197
163 Furniture, Equipment & Machinery - Dwellings	\$6,352	\$6,352	\$6,352
164 Furniture, Equipment & Machinery - Administration	\$5,884	\$5,884	\$5,884
165 Leasehold Improvements			
166 Accumulated Depreciation	-\$659,375	-\$659,375	-\$659,375
167 Construction in Progress			
168 Infrastructure			
160 Total Capital Assets, Net of Accumulated Depreciation	\$297,558	\$297,558	\$297,558
171 Notes, Loans and Mortgages Receivable - Non-Current			
172 Notes, Loans, & Mortgages Receivable - Non Current - Past Due			
173 Grants Receivable - Non Current			
174 Other Assets			
176 Investments in Joint Ventures			
180 Total Non-Current Assets			
200 Deferred Outflow of Resources			

Miller Housing & Redevelopment Commision (SD038)
MILLER, SD

Entity Wide Balance Sheet Summary

Submission Type: Unaudited/Non Single Audit

Fiscal Year End: 12/31/2017

	Project Total	Subtotal	Total
290 Total Assets and Deferred Outflow of Resources	\$856,205	\$856,205	\$856,205
311 Bank Overdraft			
312 Accounts Payable <= 90 Days			
313 Accounts Payable >90 Days Past Due			
321 Accrued Wage/Payroll Taxes Payable			
322 Accrued Compensated Absences - Current Portion	\$2,731	\$2,731	\$2,731
324 Accrued Contingency Liability			
325 Accrued Interest Payable			
331 Accounts Payable - HUD PHA Programs			
332 Account Payable - PHA Projects			
333 Accounts Payable - Other Government	\$10,155	\$10,155	\$10,155
341 Tenant Security Deposits	\$10,257	\$10,257	\$10,257
342 Unearned Revenue			
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue			
344 Current Portion of Long-term Debt - Operating Borrowings			
345 Other Current Liabilities			
346 Accrued Liabilities - Other	\$9,742	\$9,742	\$9,742
347 Inter Program - Due To			
348 Loan Liability - Current			
310 Total Current Liabilities	\$32,885	\$32,885	\$32,885
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue			
352 Long-term Debt, Net of Current - Operating Borrowings			
353 Non-current Liabilities - Other			
354 Accrued Compensated Absences - Non Current			
355 Loan Liability - Non Current			
356 FASB 5 Liabilities			
357 Accrued Pension and OPEB Liabilities			
350 Total Non-Current Liabilities			
300 Total Liabilities	\$32,885	\$32,885	\$32,885
400 Deferred Inflow of Resources			
508.4 Net Investment in Capital Assets	\$297,558	\$297,558	\$297,558
511.4 Restricted Net Position			
512.4 Unrestricted Net Position	\$525,762	\$525,762	\$525,762
513 Total Equity - Net Assets / Position	\$823,320	\$823,320	\$823,320
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$856,205	\$856,205	\$856,205

Miller Housing & Redevelopment Commission (SD038)
MILLER, SD

Entity Wide Revenue and Expense Summary

Submission Type: Unaudited/Non Single Audit

Fiscal Year End: 12/31/17

	Project Total	Subtotal	Total
70300 Net Tenant Rental Revenue	\$115,957	\$115,957	\$115,957
70400 Tenant Revenue - Other	\$4,330	\$4,330	\$4,330
70500 Total Tenant Revenue	\$120,287	\$120,287	\$120,287
70600 HUD PHA Operating Grants	\$55,671	\$55,671	\$55,671
70610 Capital Grants	\$41,626	\$41,626	\$41,626
70710 Management Fee			
70720 Asset Management Fee			
70730 Book Keeping Fee			
70740 Front Line Service Fee			
70750 Other Fees			
70700 Total Fee Revenue	\$97,297	\$97,297	\$97,297
70800 Other Government Grants			
71100 Investment Income - Unrestricted	\$4,254	\$4,254	\$4,254
71200 Mortgage Interest Income			
71300 Proceeds from Disposition of Assets Held for Sale			
71310 Cost of Sale of Assets			
71400 Fraud Recovery			
71500 Other Revenue	\$3,123	\$3,123	\$3,123
71600 Gain or Loss on Sale of Capital Assets	-\$73	-\$73	-\$73
72000 Investment Income - Restricted			
70000 Total Revenue	\$224,888	\$224,888	\$224,888
91100 Administrative Salaries	\$50,009	\$50,009	\$50,009
91200 Auditing Fees	\$5,980	\$5,980	\$5,980
91300 Management Fee			
91310 Book-keeping Fee			
91400 Advertising and Marketing			
91500 Employee Benefit contributions - Administrative	\$22,701	\$22,701	\$22,701
91600 Office Expenses	\$4,295	\$4,295	\$4,295
91700 Legal Expense	\$1,000	\$1,000	\$1,000
91800 Travel	\$453	\$453	\$453
91810 Allocated Overhead			
91900 Other	\$3,017	\$3,017	\$3,017
91000 Total Operating - Administrative	\$87,455	\$87,455	\$87,455
92000 Asset Management Fee			
92100 Tenant Services - Salaries	\$5,287	\$5,287	\$5,287
92200 Relocation Costs			
92300 Employee Benefit Contributions - Tenant Services	\$3,053	\$3,053	\$3,053
92400 Tenant Services - Other	\$200	\$200	\$200
92500 Total Tenant Services	\$8,540	\$8,540	\$8,540

Miller Housing & Redevelopment Commission (SD038)
MILLER, SD

Entity Wide Revenue and Expense Summary

Submission Type: Unaudited/Non Single Audit

Fiscal Year End: 12/31/17

	Project Total	Subtotal	Total
93100 Water	\$3,516	\$3,516	\$3,516
93200 Electricity	\$37,262	\$37,262	\$37,262
93300 Gas			
93400 Fuel			
93500 Labor			
93600 Sewer	\$1,145	\$1,145	\$1,145
93700 Employee Benefit Contributions - Utilities			
93800 Other Utilities Expense			
93000 Total Utilities	\$41,923	\$41,923	\$41,923
94100 Ordinary Maintenance and Operations - Labor	\$7,614	\$7,614	\$7,614
94200 Ordinary Maintenance and Operations - Materials and Other	\$2,662	\$2,662	\$2,662
94300 Ordinary Maintenance and Operations Contracts	\$15,863	\$15,863	\$15,863
94500 Employee Benefit Contributions - Ordinary Maintenance	\$583	\$583	\$583
94000 Total Maintenance	\$26,722	\$26,722	\$26,722
95100 Protective Services - Labor			
95200 Protective Services - Other Contract Costs			
95300 Protective Services - Other			
95500 Employee Benefit Contributions - Protective Services			
95000 Total Protective Services			
96110 Property Insurance	\$10,314	\$10,314	\$10,314
96120 Liability Insurance	\$200	\$200	\$200
96130 Workmen's Compensation	\$2,568	\$2,568	\$2,568
96140 All Other Insurance			
96100 Total insurance Premiums	\$13,082	\$13,082	\$13,082
96200 Other General Expenses			
96210 Compensated Absences			
96300 Payments in Lieu of Taxes	\$7,403	\$7,403	\$7,403
96400 Bad debt - Tenant Rents			
96500 Bad debt - Mortgages			
96600 Bad debt - Other			
96800 Severance Expense			
96000 Total Other General Expenses	\$7,403	\$7,403	\$7,403
96710 Interest of Mortgage (or Bonds) Payable			
96720 Interest on Notes Payable (Short and Long Term)			
96730 Amortization of Bond Issue Costs			
96700 Total Interest Expense and Amortization Cost			

Miller Housing & Redevelopment Commission (SD038)
MILLER, SD

Entity Wide Revenue and Expense Summary

Submission Type: Unaudited/Non Single Audit

Fiscal Year End: 12/31/17

97100	Extraordinary Maintenance			
97200	Casualty Losses - Non-capitalized			
97300	Housing Assistance Payments			
97350	HAP Portability-In			
97400	Depreciation Expense	\$38,819	\$38,819	\$38,819
97500	Fraud Losses			
97600	Capital Outlays - Governmental Funds			
97700	Debt Principal Payment - Governmental Funds			
97800	Dwelling Units Rent Expense			
90000	Total Expenses	\$223,944	\$223,944	\$223,944
10010	Operating Transfer In			
10020	Operating transfer Out			
10030	Operating Transfers from/to Primary Government			
10040	Operating Transfers from/to Component Unit			
10050	Proceeds from Notes, Loans and Bonds			
10060	Proceeds from Property Sales			
10070	Extraordinary Items, Net Gain/Loss			
10080	Special Items (Net Gain/Loss)			
10091	Inter Project Excess Cash Transfer In			
10092	Inter Project Excess Cash Transfer Out			
10093	Transfers between Program and Project - In			
10094	Transfers between Project and Program - Out			
10100	Total Other financing Sources (Uses)			
10000	Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$944	\$944	\$944
11020	Required Annual Debt Principal Payments			
11030	Beginning Equity	\$822,373	\$822,373	\$822,373
11040	Prior Period Adjustments, Equity Transfers and Correction of Errors			
11050	Changes in Compensated Absence Balance			
11060	Changes in Contingent Liability Balance			
11070	Changes in Unrecognized Pension Transition Liability			
11080	Changes in Special Term/Severance Benefits Liability			
11090	Changes in Allowance for Doubtful Accounts - Dwelling Rents			
11100	Changes in Allowance for Doubtful Accounts - Other			
11170	Administrative Fee Equity			
11180	Housing Assistance Payments Equity			
11190	Unit Months Available	456	456	456
11210	Number of Unit Months Leased	398	398	398
11270	Excess Cash	\$532,659	\$532,659	\$532,659
11610	Land Purchases			
11620	Building Purchases	\$61,172	\$61,172	\$61,172
11630	Furniture & Equipment - Dwelling Purchases	\$4,702	\$4,702	\$4,702
11640	Furniture & Equipment - Administrative Purchases			
11650	Leasehold Improvements Purchases			
11660	Infrastructure Purchases			
13510	CFFP Debt Service Payments			
13901	Replacement Housing Factor Funds			