

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
CLINTON COUNTY, MICHIGAN**

**REPORT ON FINANCIAL STATEMENTS  
(with required supplementary information)**

**YEAR ENDED JUNE 30, 2021**

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
JUNE 30, 2021**

**BOARD OF DIRECTORS**

Christine Callahan	Chairperson
Andrew Joslyn	Vice-Chairperson
Kelly Preston	Treasurer
Ryan Mitchell	Director
Joel Dillingham	Director
Sue Leeming	Director/Mayor
Corey Rees	Director
Sheryl Landgraf	Director
Emmie Musser	Director

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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
City of DeWitt Downtown Development Authority  
DeWitt, Michigan

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and the major fund of the City of DeWitt Downtown Development Authority (the Authority), a component unit of the City of DeWitt, Michigan, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Authority'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 opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the City of DeWitt Downtown Development Authority as of June 30, 2021, and the respective changes in financial position 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 and budgetary comparison schedule, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Maney Costeiran PC*

September 21, 2021

**City of DeWitt**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**

This discussion and analysis of financial performance provides a comparison overview of the City of DeWitt Downtown Development Authority's (the Authority) financial activities for FY 2020-2021 and FY 2019-2020. Please read this document in conjunction with the Authority's financial statements.

**Financial Highlights**

As discussed in further detail in this discussion and analysis, the following represents the most significant financial highlights for FY 2020-2021:

**A. Governmental Activities**

- Assets of the Authority exceeded its liabilities at the close of FY 2020-2021 by \$425,577.
- The Authority's total net position increased by \$790 as a result of current year activity.

**B. Governmental Fund**

- Assets of the Authority exceed its liabilities at the close of FY 2020-2021 by \$188,842.
- The Authority's total fund balance increased by \$11,306 as a result of current year activity.

**Using this Annual Report**

This annual report consists of several financial statements. The statement of net position and the statement of activities provide information about the activities of the Authority as a whole and present a longer-term view of the Authority's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year, and whether the taxpayers have funded the full cost of providing government services.

The fund financial statements present a short-term view which reveals how resources were spent during the year and what resources are available for future spending. Fund financial statements also report the operations of the Authority in more detail than the government-wide financial statements by providing information about the Authority's most significant fund.

**The Authority as a Whole**

The following table shows, in condensed format, a comparison of net position of the Authority as of June 30, 2020, and June 30, 2021.

	<u>2020</u>	<u>2021</u>
<b>Assets</b>		
Current assets	\$ 182,701	\$ 194,950
Capital assets	<u>247,251</u>	<u>236,735</u>
Total assets	<u>429,952</u>	<u>431,685</u>
<b>Liabilities</b>		
Current liabilities	<u>5,165</u>	<u>6,108</u>
<b>Net Position</b>		
Investment in capital assets	247,251	236,735
Unrestricted	<u>177,536</u>	<u>188,842</u>
Total net position	<u>\$ 424,787</u>	<u>\$ 425,577</u>

**City of DeWitt  
DOWNTOWN DEVELOPMENT AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS**

The following table shows the changes in net position during the previous and current year.

	<u>2020</u>	<u>2021</u>
<b>Revenue</b>		
Program revenue		
Operating grants and contributions	\$ 38,273	\$ 16,725
General revenue		
Taxes	101,405	104,161
PPT reimbursement	6,586	-
Interest	2,362	825
Miscellaneous	4,478	35
	<u>153,104</u>	<u>121,746</u>
<b>Program Expense</b>		
Salaries	46,197	56,204
Advertising and promotion	10,198	10,009
Audit	2,100	2,250
Operating expenses	42,784	17,595
Maintenance	9,953	3,828
Other	1,305	4,770
Depreciation	10,515	10,516
Capital outlay	34,455	15,784
	<u>157,507</u>	<u>120,956</u>
<b>Change in Net Position</b>	<u>\$ (4,403)</u>	<u>\$ 790</u>

**Governmental Activities**

The Authority's governmental revenues totaled \$121,746 with the largest revenue source being property taxes. Property taxes make up approximately 86% of the total governmental revenue.

The Authority incurred expenses of \$120,956 during the fiscal year, with the two largest expenses being salaries (\$56,204) and operating expenses (\$17,595). Salaries represents approximately 47% of the annual expenses and operating expenses represent approximately 15% of annual expenses. The Authority continues to pay for utilities related to Christmas lights in the Authority's district and reimburse the City for work done in the district.

**Fund Financial Statements**

The General Fund is the chief operating fund of the Authority. During the year the fund balance increased \$11,306 to \$188,842, which represents 171% of annual expenditures. Total revenues decreased by \$31,358, or approximately 20%, from the prior year, primarily due to the "Cabin Fever" event hosted in the prior year. Total expenditures decreased by \$36,552, or approximately 25% over the prior year, primarily due to the "Cabin Fever" event during the prior year.

**City of DeWitt  
DOWNTOWN DEVELOPMENT AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS**

**Budgetary Highlights**

During the year, the Authority made necessary budget amendments to fund unanticipated expenditures. Total budgeted revenues were increased by \$8,999 and budgeted expenditures were increased by \$12,475 with increases to operating expenditures and miscellaneous expenditures. Actual expenditures came in \$5,660 under the budget appropriations.

**Capital Asset Administration**

The Authority's investment in capital assets decreased by \$10,516 during the fiscal year as a result of recognizing depreciation expense. Infrastructure improvements in the downtown area were not capitalized by the Authority, as the infrastructure is an asset of the City of DeWitt. See note 3 to the financial statements for additional information related to capital assets.

**Long-Term Debt**

The Authority does not have any long-term debt.

**Economic Factors and Next Year's Budgets and Rates**

The taxable values and captured values continue to recover, and the district will see a slight increase in captured tax revenue for 2022. New development in the district is anticipated to increase the values as well, but personal property tax reimbursement from the State still remains below the levels of pre-PPT reform.

**Contacting the Authority**

This financial report is intended to provide citizens, taxpayers, customers, and investors with the general overview of the Authority's finances and demonstrate the Authority's accountability for the money it receives. If you have any questions about this report or need any additional information, we welcome you to contact the City of DeWitt, 414 East Main Street, DeWitt, MI 48820.



## **BASIC FINANCIAL STATEMENTS**

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
BALANCE SHEET/STATEMENT OF NET POSITION  
JUNE 30, 2021**

	<u>General Fund</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>
<b>ASSETS</b>			
Current assets			
Cash	\$ 51,758	\$ -	\$ 51,758
Investments	143,163	-	143,163
Receivables	29	-	29
	<u>194,950</u>	<u>-</u>	<u>194,950</u>
Noncurrent assets			
Capital assets not being depreciated	-	110,549	110,549
Capital assets, net of accumulated depreciation	-	126,186	126,186
	<u>-</u>	<u>236,735</u>	<u>236,735</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 194,950</u></u>	<u><u>236,735</u></u>	<u><u>431,685</u></u>
<b>LIABILITIES</b>			
Current liabilities			
Accounts payable	\$ 1,418	-	1,418
Accrued liabilities	761	-	761
Due to other governmental units	3,929	-	3,929
	<u>6,108</u>	<u>-</u>	<u>6,108</u>
<b>FUND BALANCE/NET POSITION</b>			
Fund balance			
Unassigned	188,842	(188,842)	-
	<u>188,842</u>	<u>(188,842)</u>	<u>-</u>
<b>TOTAL LIABILITIES     AND FUND BALANCE</b>	<u><u>\$ 194,950</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
Net position			
Investment in capital assets		236,735	236,735
Unrestricted		188,842	188,842
		<u>188,842</u>	<u>188,842</u>
<b>TOTAL NET POSITION</b>		<u><u>\$ 425,577</u></u>	<u><u>\$ 425,577</u></u>

See accompanying notes to financial statements.

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
JUNE 30, 2021**

**Total fund balance - governmental fund** \$ 188,842

Amounts reported for the governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in the governmental fund.

The cost of capital assets is	\$ 320,859	
Accumulated depreciation is	<u>(84,124)</u>	
		<u>236,735</u>
<b>Net position of governmental activities</b>		<u><u>\$ 425,577</u></u>

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES  
IN FUND BALANCE/STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2021**

	<u>General Fund</u>	<u>Adjustments</u>	<u>Statement of Activities</u>
<b>EXPENDITURES/EXPENSES</b>			
Current			
Salaries	\$ 56,204	\$ -	\$ 56,204
Advertising and promotion	10,009	-	10,009
Audit	2,250	-	2,250
Operating expenditures/expenses	17,595	-	17,595
Maintenance	3,828	-	3,828
Depreciation	-	10,516	10,516
Miscellaneous	4,770	-	4,770
Capital outlay	15,784	-	15,784
<b>TOTAL EXPENDITURES/EXPENSES</b>	<u>110,440</u>	<u>10,516</u>	<u>120,956</u>
<b>PROGRAM REVENUES</b>			
Operating grants and contributions	16,725	-	16,725
<b>NET PROGRAM EXPENDITURES/EXPENSES</b>	<u>(93,715)</u>	<u>(10,516)</u>	<u>(104,231)</u>
<b>GENERAL REVENUES</b>			
Property taxes	104,161	-	104,161
Interest	825	-	825
Other	35	-	35
<b>TOTAL GENERAL REVENUES</b>	<u>105,021</u>	<u>-</u>	<u>105,021</u>
<b>NET CHANGE IN FUND BALANCE</b>	11,306	(10,516)	-
<b>CHANGE IN NET POSITION</b>	-	-	790
<b>Fund balance/Net position</b>			
Beginning of year	<u>177,536</u>	<u>247,251</u>	<u>424,787</u>
End of year	<u>\$ 188,842</u>	<u>\$ 236,735</u>	<u>\$ 425,577</u>

See accompanying notes to financial statements.

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE OF THE GOVERNMENTAL FUND TO THE STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2021**

**Net change in fund balance - governmental fund** \$ 11,306

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported as expenditures in governmental fund. However, in the statement of activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. In the current period, these amounts are:

Depreciation expense	(10,516)
<b>Change in net position of governmental activities</b>	<b>\$ 790</b>

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF AUTHORITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The City of DeWitt Downtown Development Authority (the Authority) was created on May 7, 1981, pursuant to Act 197 of the Public Acts of Michigan, 1975 as amended. The Authority has no stockholders, and all monies received are to be used for certain specified purposes in accordance with the City of DeWitt ordinance establishing the Authority.

The primary revenue of the City of DeWitt Downtown Development Authority is “tax increment revenue”. The taxing units are required by law to transmit to the Authority that portion of the tax levy of all taxing bodies paid each year on the captured assessed value of all real and personal property located in the development area. The “captured assessed value” is basically defined as the amount in any one year by which the current assessed value of the project area exceeds the initial assessed value.

The financial statements of the Authority have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) as applied to governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The Authority’s more significant accounting policies are described below.

Reporting Entity

As required by accounting principles generally accepted in the United States of America, these financial statements are exclusive presentations of the financial condition and results of operations of the City of DeWitt Downtown Development Authority. The Authority is considered a component unit of the City of DeWitt, Michigan, and is discretely presented in the City of DeWitt’s (the primary government) financial statements. A copy of the City’s audited financial statements may be obtained at the DeWitt City Hall.

Basis of Presentation and Measurement Focus

Combined financial statements are provided for the Governmental Fund Balance Sheet and the Statement of Net Position, and the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance and the Statement of Activities. Descriptions of both presentations included in the basic financial statements are as follows:

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

The statement of net position and the statement of activities (the government-wide financial statements) present information for the Authority as a whole.

The government-wide financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, adjustments are reflected on the face of the financial statements.

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF AUTHORITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Basis of Presentation and Measurement Focus (continued)

GOVERNMENT-WIDE FINANCIAL STATEMENTS (continued)

The statement of activities presents the direct functional expenses of the Authority and the program revenues that support them. Direct expenses are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. Program revenues are associated with specific functions and include charges to recipients for goods or services and grants and contributions that are restricted to meeting the operational or capital requirements of that function. Revenues that are not required to be presented as program revenues are general revenues. This includes interest and property taxes and shows how governmental functions are either self-financing or supported by the general revenues of the Authority.

FUND FINANCIAL STATEMENTS

The Authority uses a single fund to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The governmental fund financial statements present the Authority's individual major fund.

The major fund of the Authority is:

General Fund - The general operating fund is used to account for all financial resources of the Authority which are restricted to expenditures for downtown development purposes.

The government-wide financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, reconciliations are provided that explain the differences in detail.

All governmental funds are presented using the current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in fund balance.

Basis of Accounting

Basis of accounting refers to the timing under which transactions are recognized for financial reporting purposes. Governmental fund financial statements use the modified accrual basis of accounting. The government-wide financial statements are prepared using the accrual basis of accounting.

Under the accrual basis of accounting, revenue is recorded in the period in which it is earned, and expenses are recorded when incurred, regardless of the timing of related cash flows. Revenues for grants and contributions are recognized when all eligibility requirements imposed by the provider have been met. Unearned revenue is recorded when resources are received by the Authority before it has legal claim to them, such as when program fees are received.

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF AUTHORITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Basis of Accounting (continued)

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the Authority considers revenues to be available if they are collected within 60 days of the end of the current period. Revenues susceptible to accrual include state and federal grants and interest revenue. Other revenues are not susceptible to accrual because generally they are not measurable until received in cash. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt which are recorded when due.

If/when both restricted and unrestricted resources are available for use, it is the Authority’s practice to use restricted resources first, then unrestricted resources as they are needed.

Budgets and Budgetary Accounting

The annual budget of the Authority is prepared by Authority management and approved by the Board. Any revisions to the original budget are approved by the Board before the end of the fiscal year. The budget is prepared on the same modified accrual basis used to reflect actual results. This basis is consistent with accounting principles generally accepted in the United States of America.

Cash and Investments

Cash consists of the Authority’s checking and savings accounts. Investments consist of temporary investments in certificates of deposit with original maturities of greater than 90 days. Investments are stated at fair value.

In accordance with Michigan Compiled Laws, the Authority is authorized to invest in the following investment vehicles:

- a. Bonds, securities, and other obligations of the United States or any agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a State or nationally chartered bank or a State or Federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and which maintains a principal office or branch office located in this State under the laws of the State or the United States, but only if the bank, savings and loan association, savings bank, or credit union is eligible to be a depository of surplus funds belonging to the State under Section 5 or 6 of Act No. 105 of the Public Acts of 1855, as amended, being Section 21.145 and 21.146 of the Michigan Compiled Laws.
- c. Commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which matures not more than 270 days after the date of purchase.



**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF AUTHORITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Cash and Investments (continued)

- d. The United States government or federal agency obligations repurchase agreements.
- e. Bankers acceptances of United States banks.
- f. Mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

Capital Assets

Capital assets are recorded, net of accumulated depreciation, in the government-wide financial statements. All assets with a useful life exceeding one year and with a cost of \$5,000 or more are recorded as capital assets. Capital assets are not recorded in the governmental fund. Instead, capital acquisition and construction are reflected as expenditures in governmental funds and the related assets are reported in the government-wide financial statements. All purchased assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at their estimated acquisition cost on the date received.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Depreciation is computed using the straight-line method over the following useful lives:

Land improvements	20 years
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Deferred Outflows/Inflows of Resources

In addition to assets, the balance sheet/statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of fund balances/net position that applies to a future period and will not be recognized as an outflow of resources (expenditure/expense) until then.

In addition to liabilities, the balance sheet/statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents a consumption of fund balances/net position that applies to a future period and will not be recognized as an inflow of resources (revenue) until then.

Currently, the Authority does not have any items that meet the recognition criteria for classification as deferred outflows of resources or deferred inflows of resources.

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF AUTHORITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Fund Balance Classifications

GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, established fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The following are the five classifications of fund balance under this standard:

*Nonspendable* - assets that are not available in a spendable form such as inventory, prepaid expenditures, and long-term receivables not expected to be converted to cash in the near term. It also includes funds that are legally or contractually required to be maintained intact such as the corpus of a permanent fund or foundation.

*Restricted* - amounts that are required by external parties to be used for a specific purpose. Constraints are externally imposed by creditors, grantors, contributors or laws, regulations or enabling legislation.

*Committed* - amounts constrained on use imposed by formal action of the government's highest level of decision-making authority (i.e., Board, Council, etc.).

*Assigned* - amounts intended to be used for specific purposes. This is determined by the governing body, the budget or finance committee or a delegated municipality official.

*Unassigned* - all other resources; the remaining fund balance after nonspendable, restrictions, commitments, and assignments. This class only occurs in the General Fund, except for cases of negative fund balances. Negative fund balances are always reported as unassigned, no matter which fund the deficit occurs in.

Fund Balance Classification Policies and Procedures

For committed fund balance, the Authority's highest level of decision-making authority is the Authority Board of Directors. The formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution of the Authority Board of Directors.

For assigned fund balance, the Authority Board of Directors has not approved a policy indicating who is authorized to assign amount to a specific purpose. As a result, this authority is retained by the Authority Board of Directors.

The Authority Board of Directors has not adopted a policy that defines the order of usage for fund balance amounts classified as restricted, committed, assigned, or unassigned. In the absence of such a policy restricted amounts will be used first, followed by committed, then assigned, and finally unassigned fund balance.

Comparative Data

Comparative data for the prior year has not been presented in the accompanying financial statements since their inclusion would make the statements unduly complex and difficult to read.

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 2 - DEPOSITS**

As of June 30, 2021, the Authority had deposits subject to the following risk.

Custodial Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Authority's deposits may not be returned to it. As of June 30, 2021, the Authority's bank balance of \$196,102 was fully insured by the Federal Deposit Insurance Corporation (FDIC). The carrying value on the books for deposits at the end of the year was \$194,921.

The Authority will minimize custodial credit risk, which is the risk of loss due to the failure of the security issuer or backer, by limiting investments to the types of securities authorized by the Board and pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which the Authority will do business in accordance with Board approved policy.

Credit Risk

State law limits investments in certain types of investments to a prime or better rating issued by nationally recognized statistical rating organizations (NRSRO's). Obligations of the U.S. government or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk and do not require disclosure of credit quality. As of June 30, 2021, the Authority did not have any investments that would be subject to rating.

Interest Rate Risk

The Authority will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market and investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the Authority's cash requirements.

Concentration of Credit Risk

The Authority will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Authority's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

The cash and investments referred to above have been reported in the cash or investments captions on the basic financial statements, based upon criteria disclosed in Note 1.

The following summarizes the categorization of these amounts as of June 30, 2021:

Cash	\$ 51,758
Investments	<u>143,163</u>
	<u><u>\$ 194,921</u></u>

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 3 - CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2021, was as follows:

	Balance July 1, 2020	Additions	Deletions	Balance June 30, 2021
Capital assets not being depreciated				
Land	\$ 110,549	\$ -	\$ -	\$ 110,549
Capital assets being depreciated				
Land improvements	210,310	-	-	210,310
Less accumulated depreciation for:				
Land improvements	(73,608)	(10,516)	-	(84,124)
Net capital assets being depreciated	136,702	(10,516)	-	126,186
Capital assets, net	<u>\$ 247,251</u>	<u>\$ (10,516)</u>	<u>\$ -</u>	<u>\$ 236,735</u>

**NOTE 4 - RISK MANAGEMENT**

The Authority, as a component unit of the City of DeWitt, is protected from losses as described in the note captioned "Risk Management" within the City's Annual Financial Report.

**NOTE 5 - UNCERTAINTIES**

The COVID-19 outbreak in the United States has caused business disruption through mandated and voluntary closings of many businesses. While the disruption is currently expected to be temporary, there is considerable uncertainty around the duration of the closings. Therefore, the Authority expects this matter to potentially negatively impact its operating results. However, the related financial impact and duration cannot be reasonably estimated at this time.

## **REQUIRED SUPPLEMENTARY INFORMATION**

**CITY OF DEWITT  
DOWNTOWN DEVELOPMENT AUTHORITY  
GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE  
YEAR ENDED JUNE 30, 2021**

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<b>REVENUES</b>				
Property taxes	\$ 99,000	\$ 104,000	\$ 104,161	\$ 161
Intergovernmental - State	4,500	7,500	7,721	221
Interest	500	774	825	51
Other	5,500	6,225	9,039	2,814
<b>TOTAL REVENUES</b>	<b>109,500</b>	<b>118,499</b>	<b>121,746</b>	<b>3,247</b>
<b>EXPENDITURES</b>				
Current				
Salaries	53,955	56,780	56,204	576
Contractual services	1,000	-	-	-
Advertising and promotion	13,000	10,500	10,009	491
Audit	2,250	2,400	2,250	150
Operating expenditures				
Flowers	-	2,500	2,206	294
Farmers Market	5,000	4,000	3,996	4
Membership	3,000	4,500	3,891	609
Fascade grant program	-	8,000	6,500	1,500
Other operating	3,700	1,300	1,002	298
Maintenance	4,200	4,200	3,828	372
Miscellaneous	1,220	5,620	4,770	850
Capital outlay	16,300	16,300	15,784	516
<b>TOTAL EXPENDITURES</b>	<b>103,625</b>	<b>116,100</b>	<b>110,440</b>	<b>5,660</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>5,875</b>	<b>2,399</b>	<b>11,306</b>	<b>8,907</b>
Fund balance, beginning of year	177,536	177,536	177,536	-
Fund balance, end of year	<b>\$ 183,411</b>	<b>\$ 179,935</b>	<b>\$ 188,842</b>	<b>\$ 8,907</b>

September 21, 2021

Board of Directors  
City of DeWitt Downtown Development Authority  
DeWitt, Michigan

We have audited the financial statements of the governmental activities and the major fund of the City of DeWitt Downtown Development Authority (the Authority), a component unit of the City of DeWitt, Michigan, for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 7, 2021. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during fiscal year 2021. We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

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

Management's calculation of depreciation expense for the current period is based on an estimate of the useful lives of the capital assets. We evaluated the key factors and assumptions used to develop the useful lives for the capital assets in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

##### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Material misstatements were not detected as a result of audit procedures.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated September 21, 2021.

### *Management Consultations with Other Independent Accountants*

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

### *Other Audit Findings or Issues*

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

### Other Matters

We applied certain limited procedures to the management's discussion and analysis and budgetary comparison schedule, which are required supplementary information (RSI) that supplement the basic financial statements. Our procedures 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 did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

### Restriction on Use

This information is intended solely for the use of the Board of Directors and management of the City of DeWitt Downtown Development Authority and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Manes Costeiran PC*