

***CITY OF HUBBARD, OREGON  
ANNUAL FINANCIAL REPORT  
YEAR ENDED JUNE 30, 2019***

***CITY OF HUBBARD, OREGON***  
***CITY OFFICIALS***  
***JUNE 30, 2019***

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<u><i>Name</i></u>	<i>MAYOR</i>	<u><i>Term</i></u>
Charles Rostocil		December 31, 2020

***CITY COUNCIL MEMBERS***

James Audritsh, President	December 31, 2020
Michelle Dodge	December 31, 2022
Robert Prinslow	December 31, 2022
Tyler Thomas	December 31, 2020

***DIRECTOR OF ADMINISTRATION / CITY RECORDER***

Vickie Nogle  
3720 2<sup>nd</sup> Street  
Hubbard, Oregon 97032

***CITY OF HUBBARD, OREGON***  
***TABLE OF CONTENTS***

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	<b><u>Page</u></b>
<b><i>FINANCIAL SECTION</i></b>	
Independent Auditor's Report	1-2
Management's Discussion and Analysis	3-7
Basic Financial Statements	
Government-wide Financial Statements	
Statement of Net Position (Modified Cash Basis)	8
Statement of Activities (Modified Cash Basis)	9
Fund Financial Statements	
Balance Sheet (Modified Cash Basis) - Governmental Funds	10
Statement of Revenues, Expenditures and Changes in Fund Balance (Modified Cash Basis) - Governmental Funds	11
Statement of Fund Net Position (Modified Cash Basis) - Proprietary Funds	12
Statement of Revenues, Expenses and Changes in Fund Net Position (Modified Cash Basis) - Proprietary Funds	13
Statement of Cash Flows (Modified Cash Basis) - Proprietary Funds	14
Notes to Basic Financial Statements	15-26
Supplemental Information	
Schedules of Revenues, Expenditures and Changes in Fund Balance (Modified Cash Basis) - Governmental Funds - Budget and Actual	
General Fund	27
Street Fund	28
Street Construction Fund	29
Park Improvement Fund	30
Reserve Fund	31
Combining Statement of Revenues, Expenditures and Changes in Fund Balance (Modified Cash Basis) – Water Operations	32
Schedules of Revenues, Expenditures and Changes in Fund Balance (Modified Cash Basis) - Proprietary Funds - Budget and Actual	
Water Fund	33
Water Construction Fund	34
Water Bond Fund	35
Combining Statement of Revenues, Expenditures and Changes in Fund Balance (Modified Cash Basis) – Sewer Operations	36
Schedules of Revenues, Expenditures and Changes in Fund Balance (Modified Cash Basis) - Proprietary Funds - Budget and Actual	
Sewer Fund	37
Sewer Construction Fund	38
Sewer Bond Fund	39
<b><i>COMPLIANCE SECTION</i></b>	
Independent Auditor's Report Required by Oregon State Regulations	40-41

***FINANCIAL SECTION***



## GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

### ***INDEPENDENT AUDITOR'S REPORT***

Honorable Mayor and Council Members  
City of Hubbard  
3720 Second Street  
Hubbard, Oregon 97032

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

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities and each major fund of the City of Hubbard, Oregon (the City), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City'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 the modified cash basis of accounting as described in the notes to the financial statements. This includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible 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.

#### ***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 City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## ***Opinions***

In our opinion, the modified cash basis financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, the business-type activities and each major fund of the City of Hubbard, Oregon as of June 30, 2019, and the respective changes in modified cash basis financial position and, where applicable, cash flows, thereof for the year then ended in accordance with the modified cash basis of accounting described in the summary of significant accounting policies in the notes to the financial statements.

## ***Basis of Accounting***

We draw attention to the notes of the financial statements that describes the basis of accounting. The financial statements are prepared on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

## ***Emphasis of Matter – Change in Accounting Presentation***

During the year ended June 30, 2019, the City combined related proprietary funds into two operating funds, Water Operations and Sewer Operations. Our opinion is not modified with respect to this matter.

## ***Other Matters***

### ***Report on Supplemental and Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements as a whole that collectively comprise the City's basic financial statements. Management's discussion and analysis and the supplemental information, which are the responsibility of management, are presented for purposes of additional analysis and are not a required part of the basic financial statements.


The supplemental information as listed in the table of contents 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 and other records used to prepare the basic financial statements or to the basic 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 basic financial statements as a whole on the basis of accounting described in notes to the financial statements.

Management's discussion and analysis has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on such information.

### ***Report on Other Legal and Regulatory Requirements***

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated November 4, 2019, on our consideration of the City's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

***GROVE, MUELLER & SWANK, P.C.  
CERTIFIED PUBLIC ACCOUNTANTS***

By:   
Ryan T. Pasquarella, A Shareholder  
November 4, 2019

CITY OF HUBBARD  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2019

As management of the City of Hubbard, we offer readers of the financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2019.

FINANCIAL HIGHLIGHTS

	June 30,		
	2019	2018	change
Net position	\$ 4,844,511	\$ 3,952,598	\$ 891,913
Change in net position	891,913	485,593	406,320
Governmental net position	2,116,697	1,626,841	489,856
Proprietary net position	2,727,814	2,325,757	402,057
Change in governmental net position	489,856	166,205	323,651
Change in proprietary net position	402,057	319,388	82,669

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements. This report also contains other supplemental information in addition to the basic financial statements themselves.

*Government-wide Financial Statements.* The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business. These statements include:

*Statement of Net Position (Modified Cash Basis).* The *statement of net position (modified cash basis)* presents information on all of the assets and liabilities of the City as of the date on the statement. Net position is what remains after the liabilities have been paid off or otherwise satisfied. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

*Statement of Activities (Modified Cash Basis).* The *statement of activities (modified cash basis)* presents information showing how the net position of the City changed over the most recent fiscal year by tracking revenues, expenditures and other transactions that increase or reduce net position. All changes in net position are reported as soon as funds are received or paid. Thus, revenues and expenditures are reported in this statement as cash flows occur.

In the government-wide financial statements, the City's activities are shown as governmental and business-type activities. All basic governmental functions are shown here, such as police and court, streets, parks, community development and administration. These activities are primarily financed through property taxes and other intergovernmental revenues. The City's business-type (water and sewer) activities are primarily financed through user charges.

*Fund Financial Statements.* The fund financial statements provide more detailed information about the City's funds, focusing on its most significant or "major" funds - not the City as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

*Governmental Funds.* The governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements.

*Proprietary Funds.* The City charges customers for the services it provides. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the City's enterprise funds (a component of proprietary funds) are the same as the business-type activities reported in the government-wide statements, but provide more detail and additional information.

*Notes to the Financial Statements.* The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

*Other Information.* In addition to the basic financial statements and accompanying notes, this report also presents certain *supplemental information* including combining reconciliations, schedules of revenues, expenditures and changes in fund balance - budget and actual for all funds, and other schedules.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

*Statement of Net Position (Modified Cash Basis).* The statement of net position (modified cash basis) is provided on a comparative basis.

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets exceeded liabilities by \$4,844,511 as of June 30, 2019.

Net position - restricted represent resources that are subject to external restrictions on their use, such as debt service payments or capital projects.

Net position - unrestricted are available for general operations of the City.

<p style="text-align: center;"><b>City of Hubbard</b>  <b>Statements of Net Position (Modified Cash Basis)</b>  <b>June 30,</b></p>						
	2019			2018		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
<i>Assets</i>						
Cash and cash equivalents	\$ 2,135,673	\$ 2,751,416	\$ 4,887,089	\$ 1,640,133	\$ 2,344,084	\$ 3,984,217
<i>Liabilities</i>						
Deposits	18,976	23,602	42,578	13,292	18,327	31,619
<i>Net Position</i>						
Restricted	746,495	2,262,206	3,008,701	548,481	2,015,412	2,563,893
Unrestricted	1,370,202	465,608	1,835,810	1,078,360	310,345	1,388,705
Total net position	<u>\$ 2,116,697</u>	<u>\$ 2,727,814</u>	<u>\$ 4,844,511</u>	<u>\$ 1,626,841</u>	<u>\$ 2,325,757</u>	<u>\$ 3,952,598</u>



*Statement of Activities.* During the current fiscal year, the City's net position increased by \$891,913. The key elements of the change in the City's net position for the year ended June 30, 2019 are as follows:

- Property tax revenue increased \$107,905.
- Capital grants increased by \$394,617 primarily due to an increase in building projects within the City which resulted in increased SDC revenue.
- Police and court expenses increased by \$130,895 as a result of the hiring of police officers and chief during the year.
- Parks expenses decreased by \$137,482 as construction at Rivenes Park, which began in the prior year was completed.
- Street expenses increased by \$227,681 as a result of significant capital improvements and equipment purchases made during the year.

**City of Hubbard**  
**Statements of Activities (Modified Cash Basis)**  
**Year Ended June 30,**

	2019			2018		
	Governmental Activities	Business- type Activities	Total	Governmental Activities	Business- type Activities	Total
<b>Revenues</b>						
Program Revenues						
Charges for services	\$ 464,116	\$ 1,177,517	\$ 1,641,633	\$ 394,102	\$ 1,131,186	\$ 1,525,288
Operating grants	248,953	-	248,953	208,980	-	208,980
Capital grants	306,094	178,644	484,738	35,802	54,319	90,121
General Revenues						
Property taxes	928,491	-	928,491	820,586	-	820,586
Franchise taxes	185,690	-	185,690	186,965	-	186,965
Intergovernmental	96,236	-	96,236	90,637	-	90,637
Miscellaneous	98,828	49,338	148,166	59,282	45,349	104,631
<b>Total Revenues</b>	<b>2,328,408</b>	<b>1,405,499</b>	<b>3,733,907</b>	<b>1,796,354</b>	<b>1,230,854</b>	<b>3,027,208</b>
<b>Expenses</b>						
General government	236,312	-	236,312	273,334	-	273,334
Police and court	957,356	-	957,356	826,461	-	826,461
Community development	164,986	-	164,986	140,307	-	140,307
Parks	146,526	-	146,526	284,008	-	284,008
Street	473,098	-	473,098	245,417	-	245,417
Water	-	485,702	485,702	-	367,720	367,720
Sewer	-	378,014	378,014	-	404,368	404,368
<b>Total Expenses</b>	<b>1,978,278</b>	<b>863,716</b>	<b>2,841,994</b>	<b>1,769,527</b>	<b>772,088</b>	<b>2,541,615</b>
Transfers	139,726	(139,726)	-	139,378	(139,378)	-
Change in net position	489,856	402,057	891,913	166,205	319,388	485,593
Net position, beginning of year	1,626,841	2,325,757	3,952,598	1,460,636	2,006,369	3,467,005
Net position, end of year	<u>\$ 2,116,697</u>	<u>\$ 2,727,814</u>	<u>\$ 4,844,511</u>	<u>\$ 1,626,841</u>	<u>\$ 2,325,757</u>	<u>\$ 3,952,598</u>

## FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements,

*Governmental Funds.* The focus of the City's governmental funds is to provide information on relatively short-term cash flow and funding for future basic services on a fund basis. Such information is useful in assessing the City's financing requirements. In particular, *fund balance* may serve as a useful measure of net resources available for spending at the end of a fiscal year.

At June 30, 2019, the City's governmental funds reported combined ending fund balances of \$2,116,697, an increase of \$489,856 in comparison with prior year.

*General Fund* - The General Fund is the primary operating fund of the City. The fund balance was \$1,110,802 as of June 30, 2019. The fund balance increased by \$220,545 during the current fiscal year, primarily due to increases in taxes and assessments and licenses and permits. As a measure of the fund's liquidity, it may be useful to compare total fund balance to total fund expenditures. Fund balance represents 74 percent of the total of General Fund expenditures.

*Street Fund* - Fund balance increased by \$14,266 during the current fiscal year primarily due to increases in intergovernmental revenue.

*Street Construction Fund* - Fund balance decreased by \$1,578 during the current fiscal year. The nature of this fund is such that fund balance increases, sometimes for several years, until the funds are available to pay for a major project. Current year revenue was offset by expenditures related to street construction projects.

*Park Improvement Fund* - Fund balance increased by \$221,246 during the current fiscal year as a result of funding from the state parks department and system development charges with no expenditures to offset the revenue.

*Reserve Fund* - Fund balance increased by \$35,377 due to transfers from other funds.

*Enterprise Funds* - The City's enterprise funds provide water and sanitary sewer services to customers. As with the governmental funds, net position may serve as a useful measure of net resources available for spending at the end of a fiscal year.

*Water Operations* – Net position increased by \$112,073 during the current fiscal year. This was due primarily to an increase in charges for services and system development charges without a significant increase in operational expenses.

*Sewer Operations* – Net position increased by \$289,984 during the current fiscal year. This was due primarily to an increase in charges for services and system development charges without a significant increase in operational expenses.

## GENERAL FUND BUDGETARY HIGHLIGHTS

The City Council approved one budget modification for the fiscal year ended June 30, 2019. Appropriations were transferred from the General Fund contingency to meet requirements within the fund.

## LONG-TERM DEBT

The City had total debt outstanding of \$655,170 at the end of the current fiscal year. During the current fiscal year, the City's total debt decreased by \$127,686 (16 percent).

State statutes limit the amount of general obligation debt a governmental entity may issue to 3 percent of its total real market value. The City has no outstanding general obligation debt.

Additional information on the City's long-term debt can be found in the notes to the basic financial statements.

City of Hubbard  
**Outstanding Debt**

	Business-type Activities	
	2019	2018
Oregon DEQ loan	\$ 296,242	\$ 340,513
Water Refunding bonds	358,928	442,343
	<u>\$ 655,170</u>	<u>\$ 782,856</u>

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The City's Budget Committee considered all the following factors while preparing the budget for the 2019-20 fiscal year.

- Expected rates and consumption for business-type funds
- Staffing requirements and the desired level of service
- Capital outlay

REQUESTS FOR INFORMATION

This financial report is designed to present the user (citizens, taxpayers, investors, and creditors) with a general overview of the City of Hubbard's finances and to demonstrate the City's accountability. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

City of Hubbard  
Attn: City Recorder  
P.O. Box 380  
3720 2nd Street  
Hubbard, Oregon 97032  
503-981-9633  
[finance2@cityofhubbard.org](mailto:finance2@cityofhubbard.org)

## ***BASIC FINANCIAL STATEMENTS***

***CITY OF HUBBARD, OREGON***  
***STATEMENT OF NET POSITION (MODIFIED CASH BASIS)***  
***JUNE 30, 2019***

	<b><i>Governmental Activities</i></b>	<b><i>Business-type Activities</i></b>	<b><i>Totals</i></b>
<b><i>ASSETS</i></b>			
Cash and cash equivalents	\$ 2,135,673	\$ 2,751,416	\$ 4,887,089
<b><i>LIABILITIES</i></b>			
Deposits	18,976	23,602	42,578
<b><i>NET POSITION</i></b>			
Restricted for:			
Capital acquisitions	683,684	2,152,463	2,836,147
Debt payments	-	109,743	109,743
Streets	62,811	-	62,811
Unrestricted	1,370,202	465,608	1,835,810
<b><i>Total Net Position</i></b>	<b><i>\$ 2,116,697</i></b>	<b><i>\$ 2,727,814</i></b>	<b><i>\$ 4,844,511</i></b>

*The accompanying notes are an integral part of the financial statements.*

**CITY OF HUBBARD, OREGON**  
**STATEMENT OF ACTIVITIES (MODIFIED CASH BASIS)**  
**YEAR ENDED JUNE 30, 2019**

		Program Revenues			Net (Expenses) Revenues and Changes in Net Position		
		Expenses	Fees, Fines and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities
FUNCTIONS/PROGRAMS							
Governmental activities:							
General government	\$ 236,312	\$ 143,051	\$ 8,434	\$ -	\$ (84,827)	\$ -	\$ (84,827)
Police and court	957,356	104,549	-	-	(852,807)	-	(852,807)
Community development	164,986	119,088	-	-	(45,898)	-	(45,898)
Parks	146,526	-	-	222,757	76,231	-	76,231
Street	473,098	97,428	240,519	83,337	(51,814)	-	(51,814)
Total Governmental activities	1,978,278	464,116	248,953	306,094	(959,115)	-	(959,115)
Business-type activities:							
Water	485,702	559,451	-	64,030	-	137,779	137,779
Sewer	378,014	618,066	-	114,614	-	354,666	354,666
Total Business-type activities	863,716	1,177,517	-	178,644	-	492,445	492,445
Total Activities	\$ 2,841,994	\$ 1,641,633	\$ 248,953	\$ 484,738	(959,115)	492,445	(466,670)
General Revenues:							
Property taxes					928,491	-	928,491
Franchise taxes					185,690	-	185,690
Intergovernmental					96,236	-	96,236
Miscellaneous					98,828	49,338	148,166
Total General Revenues					1,309,245	49,338	1,358,583
Transfers					139,726	(139,726)	-
Change in Net Position					489,856	402,057	891,913
Net Position - beginning of year					1,626,841	2,325,757	3,952,598
Net Position - end of year					\$ 2,116,697	\$ 2,727,814	\$ 4,844,511

The accompanying notes are an integral part of the financial statements.

**CITY OF HUBBARD, OREGON****BALANCE SHEET (MODIFIED CASH BASIS) - GOVERNMENTAL FUNDS****JUNE 30, 2019**

	<u>Special Revenue</u>		<u>Capital Projects</u>			
	<u>General</u>	<u>Street</u>	<u>Street Construction</u>	<u>Park Improvement</u>	<u>Reserve</u>	<u>Total</u>
<b>ASSETS</b>						
Cash and cash equivalents	\$ 1,128,524	\$ 64,065	\$ 378,035	\$ 305,649	\$ 259,400	\$ 2,135,673
<b>LIABILITIES AND FUND BALANCE</b>						
<b>Liabilities:</b>						
Deposits	\$ 17,722	\$ 1,254	\$ -	\$ -	\$ -	\$ 18,976
<b>Fund Balance:</b>						
Restricted for:						
Capital acquisitions	-	-	378,035	305,649	-	683,684
Streets	-	62,811	-	-	-	62,811
Committed to:						
Capital acquisitions	-	-	-	-	259,400	259,400
Unassigned	1,110,802	-	-	-	-	1,110,802
<b>Total Fund Balance</b>	<b>1,110,802</b>	<b>62,811</b>	<b>378,035</b>	<b>305,649</b>	<b>259,400</b>	<b>2,116,697</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ 1,128,524</b>	<b>\$ 64,065</b>	<b>\$ 378,035</b>	<b>\$ 305,649</b>	<b>\$ 259,400</b>	<b>\$ 2,135,673</b>

The accompanying notes are an integral part of the financial statements.

**CITY OF HUBBARD, OREGON****STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - GOVERNMENTAL FUNDS****YEAR ENDED JUNE 30, 2019**

		<i>Special Revenue</i>	<i>Capital Projects</i>			
	<i>General Fund</i>	<i>Street</i>	<i>Street Construction</i>	<i>Park Improvement</i>	<i>Reserve</i>	<i>Total</i>
<b>REVENUES</b>						
Taxes and assessments	\$ 928,491	\$ -	\$ -	\$ -	\$ -	\$ 928,491
Fines and forfeitures	241,781	-	-	-	-	241,781
Licenses and permits	124,088	7,065	83,337	86,511	-	301,001
Charges for services	185,690	90,363	-	-	-	276,053
Intergovernmental	104,670	168,363	72,156	136,246	-	481,435
Miscellaneous	80,813	8,763	8,257	771	1,043	99,647
<i>Total Revenues</i>	<u>1,665,533</u>	<u>274,554</u>	<u>163,750</u>	<u>223,528</u>	<u>1,043</u>	<u>2,328,408</u>
<b>EXPENDITURES</b>						
General government	236,311	-	-	-	-	236,311
Police and court	957,357	-	-	-	-	957,357
Community development	150,929	-	-	-	-	150,929
Parks	160,583	-	-	-	-	160,583
Streets	-	228,013	162,631	-	-	390,644
Capital acquisitions	-	-	-	-	82,454	82,454
<i>Total Expenditures</i>	<u>1,505,180</u>	<u>228,013</u>	<u>162,631</u>	<u>-</u>	<u>82,454</u>	<u>1,978,278</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>160,353</u>	<u>46,541</u>	<u>1,119</u>	<u>223,528</u>	<u>(81,411)</u>	<u>350,130</u>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfers in	144,135	-	-	-	116,788	260,923
Transfers out	(83,943)	(32,275)	(2,697)	(2,282)	-	(121,197)
<i>Total Other Financing Sources (Uses)</i>	<u>60,192</u>	<u>(32,275)</u>	<u>(2,697)</u>	<u>(2,282)</u>	<u>116,788</u>	<u>139,726</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>220,545</u>	<u>14,266</u>	<u>(1,578)</u>	<u>221,246</u>	<u>35,377</u>	<u>489,856</u>
<b>FUND BALANCE, beginning of year</b>	<u>890,257</u>	<u>48,545</u>	<u>379,613</u>	<u>84,403</u>	<u>224,023</u>	<u>1,626,841</u>
<b>FUND BALANCE, end of year</b>	<u>\$ 1,110,802</u>	<u>\$ 62,811</u>	<u>\$ 378,035</u>	<u>\$ 305,649</u>	<u>\$ 259,400</u>	<u>\$ 2,116,697</u>

The accompanying notes are an integral part of the financial statements.



**CITY OF HUBBARD, OREGON****STATEMENT OF FUND NET POSITION (MODIFIED CASH BASIS) - PROPRIETARY FUNDS****JUNE 30, 2019**

	<b><i>Water Operations</i></b>	<b><i>Sewer Operations</i></b>	<b><i>Total</i></b>
<b>ASSETS</b>			
<b><i>Current assets:</i></b>			
Cash and cash equivalents	\$ 1,255,685	\$ 1,495,731	\$ 2,751,416
<b>LIABILITIES</b>			
<b><i>Current liabilities:</i></b>			
Deposits	19,738	3,864	23,602
<b>NET POSITION</b>			
Restricted for:			
Capital acquisitions	806,544	1,345,919	2,152,463
Debt payments	82,500	27,243	109,743
Unrestricted	346,903	118,705	465,608
<b><i>Total Net Position</i></b>	<b>\$ 1,235,947</b>	<b>\$ 1,491,867</b>	<b>\$ 2,727,814</b>

*The accompanying notes are an integral part of the financial statements.*

**CITY OF HUBBARD, OREGON****STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION****(MODIFIED CASH BASIS) - PROPRIETARY FUNDS****YEAR ENDED JUNE 30, 2019**

	<b><i>Water Operations</i></b>	<b><i>Sewer Operations</i></b>	<b><i>Total</i></b>
<b>OPERATING REVENUES</b>			
Charges for services	\$ 559,451	\$ 618,066	\$ 1,177,517
Miscellaneous	31,188	156	31,344
<i>Total Operating Revenues</i>	590,639	618,222	1,208,861
<b>OPERATING EXPENSES</b>			
Personal services	141,638	165,558	307,196
Materials and services	132,549	157,970	290,519
<i>Total Operating Expenses</i>	274,187	323,528	597,715
<b>OPERATING INCOME</b>	316,452	294,694	611,146
<b>NONOPERATING ITEMS</b>			
Interest revenue	9,698	8,296	17,994
Capital acquisitions	(115,788)	-	(115,788)
Debt payments			
Principal	(83,415)	(44,271)	(127,686)
Interest	(12,312)	(10,215)	(22,527)
<i>Total Nonoperating Items</i>	(201,817)	(46,190)	(248,007)
<b>NET INCOME BEFORE CONTRIBUTIONS AND TRANSFERS</b>	114,635	248,504	363,139
Capital contributions	64,030	114,614	178,644
Transfers in	95,727	54,486	150,213
Transfers out	(162,319)	(127,620)	(289,939)
<b>CHANGE IN NET POSITION</b>	112,073	289,984	402,057
<b>NET POSITION, beginning of year</b>	1,123,874	1,201,883	2,325,757
<b>NET POSITION, end of year</b>	\$ 1,235,947	\$ 1,491,867	\$ 2,727,814

The accompanying notes are an integral part of the financial statements.

**CITY OF HUBBARD, OREGON****STATEMENT OF CASH FLOWS (MODIFIED CASH BASIS) - PROPRIETARY FUNDS****YEAR ENDED JUNE 30, 2019**

	<b>Water Operations</b>	<b>Sewer Operations</b>	<b>Total</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Cash received from customers	\$ 561,827	\$ 620,965	\$ 1,182,792
Cash received from other sources	31,188	156	31,344
Cash paid to employees and others for salaries and benefits	(141,638)	(165,558)	(307,196)
Cash paid to suppliers and others	(132,549)	(157,970)	(290,519)
<i>Net Cash Provided by (Used for) Operating Activities</i>	318,828	297,593	616,421
<b>CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES</b>			
Transfers in	95,727	54,486	150,213
Transfers out	(162,319)	(127,620)	(289,939)
<i>Net Cash Provided by (Used for) Non-Capital Financing Activities</i>	(66,592)	(73,134)	(139,726)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>			
Purchase of capital assets	(115,788)	-	(115,788)
Principal paid on debt	(83,415)	(44,271)	(127,686)
Interest paid on debt	(12,312)	(10,215)	(22,527)
Capital contributions	64,030	114,614	178,644
<i>Net Cash Provided by (Used for) Capital and Related Financing Activities</i>	(147,485)	60,128	(87,357)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Interest received	9,698	8,296	17,994
<i>Increase (Decrease) in Cash and Investments</i>	114,449	292,883	407,332
<b>CASH AND INVESTMENTS, Beginning of year</b>	1,141,236	1,202,848	2,344,084
<b>CASH AND INVESTMENTS, End of year</b>	<u>\$ 1,255,685</u>	<u>\$ 1,495,731</u>	<u>\$ 2,751,416</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY (USED FOR) OPERATING ACTIVITIES</b>			
Operating income	\$ 316,452	\$ 294,694	\$ 884,542
Adjustments			
Increase (decrease) in:			
Customer deposits	2,376	2,899	5,275
<i>Net Cash Provided by (Used for) Operating Activities</i>	<u>\$ 318,828</u>	<u>\$ 297,593</u>	<u>\$ 889,817</u>

The accompanying notes are an integral part of the financial statements.

**SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The City of Hubbard, Oregon was incorporated in 1878 under the provisions of the Oregon Statutes. The City is governed by a City Council and Mayor who are responsible for rule-making, budget preparation and enforcement, expenditure approval, and hiring of the City management personnel. The Mayor and four Councilors are elected by vote of the general public. The Councilors are elected for four years, the Mayor for two years.

There are certain governmental agencies and various service districts which provide services within the City. These agencies have independently elected governing boards and the City is not financially accountable for these organizations. Therefore, financial information for these agencies is not included in the accompanying basic financial statements.

As discussed further under *Measurement Focus and Basis of Accounting*, these financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

*Basic Financial Statements*

Basic financial statements are presented at both the government-wide and fund financial level. Both levels of statements categorize primary activities as either governmental or business-type. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

*Government-wide financial statements* display information about the reporting government as a whole. For the most part, the effect of interfund activity has been removed from these statements. These statements focus on the sustainability of the City as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. These aggregated statements consist of the Statement of Net Position (Modified Cash Basis) and the Statement of Activities (Modified Cash Basis).

The Statement of Net Position (Modified Cash Basis) presents information on all of the assets and liabilities of the City of Hubbard as of the date on the statement. Net position is what remains after the liabilities have been paid off or otherwise satisfied. Net position is shown as restricted and unrestricted.

The Statement of Activities (Modified Cash Basis) 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*.

*Fund financial statements* display information at the individual fund level. Each fund is considered to be a separate accounting entity. Funds are classified and summarized as governmental, proprietary, or fiduciary. Currently, the City has governmental funds (general, special revenue, and capital projects) and proprietary type funds (enterprise). Major individual governmental funds and major individual proprietary funds are reported as separate columns in the fund financial statements.

## ***CITY OF HUBBARD, OREGON***

### ***NOTES TO BASIC FINANCIAL STATEMENTS (Continued)***

***YEAR ENDED JUNE 30, 2019***

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#### ***SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)***

##### ***Basis of Presentation***

The financial transactions of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues and expenditures / expenses. The various funds are reported by generic classification within the financial statements.

Accounting principles generally accepted in the United States of America set forth minimum criteria (percentage of the assets liabilities, revenues or expenditures / expenses of either fund category or the government and enterprise combined) for the determination of major funds. The City electively added funds as major funds, which either had debt outstanding or specific community focus.

The City reports the following governmental funds as major:

##### ***General Fund***

This fund accounts for the financial operations of the City not accounted for in any other fund. Principal sources of revenue are property taxes, licenses and permits, franchise fees and State shared revenues. Primary expenditures are for administration, police protection, parks, planning, City Council, and municipal court.

##### ***Street Fund***

Gas tax apportionments received from the State are recorded in this fund. Expenditures are for road construction and maintenance.

##### ***Street Construction Fund***

This fund is for construction of major roadway projects. Revenues are from gas tax apportionments, development fees and grants.

##### ***Park Improvement Fund***

This fund is used to accumulate resources for future improvements to the City's parks. Primary resources are system development charges and transfers from other funds.

##### ***Reserve Fund***

This fund is used to accumulate resources to purchase equipment by transfers from other funds.

The enterprise funds are used to account for the acquisition, operation, and maintenance of the sewer and water systems. These funds are entirely or predominantly self-supported through user charges to customers. The City reports the following major enterprise funds:

*Water Operations* - accounts for the operations, maintenance, debt service, and capital construction projects for water system, which is funded through utility fees, construction fees, and debt proceeds.

*Sewer Operations* - accounts for the operations, maintenance, and capital construction projects for wastewater system, which is funded through utility fees, construction fees, and debt proceeds.

## ***CITY OF HUBBARD, OREGON***

### ***NOTES TO BASIC FINANCIAL STATEMENTS (Continued)***

***YEAR ENDED JUNE 30, 2019***

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#### ***SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)***

##### ***Fund Balance***

Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories, prepaids and deposits, and assets held for resale.

Fund balance is reported as restricted when the constraints placed on the use of resources are either: (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Fund balance is reported as committed when the City Council takes formal action that places specific constraints on how the resources may be used. The City Council can modify or rescind the commitment at any time through taking a similar formal action.

Resources that are constrained by the City's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent is expressed when the City Council approves which resources should be "reserved" during the adoption of the annual budget. The City uses that information to determine whether those resources should be classified as assigned or unassigned for presentation in the City's Annual Financial Report.

Unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been restricted, committed, or assigned within the General Fund. This classification is also used to report any negative fund balance amounts in other governmental funds.

##### ***Definitions of Governmental Fund Types***

The General Fund is used to account for all financial resources not accounted for in another fund.

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The term "proceeds of specific revenues sources" means that the revenue sources for the fund must be from restricted or committed sources, specifically that a substantial portion of the revenue must be from these sources and be expended in accordance with those requirements.

Capital Projects Funds are utilized to account for financial resources to be used for the acquisition or construction of capital equipment and facilities.

##### ***Measurement Focus and Basis of Accounting***

Measurement focus is a term used to describe what transactions or events are recorded within the various financial statements. Basis of accounting refers to when and how transactions or events are recorded, regardless of the measurement focus applied.

In the government-wide Statement of Net Position (Modified Cash Basis) and Statement of Activities (Modified Cash Basis), both governmental and business-type activities are presented using the economic resource measurement focus, within the limitations of the modified cash basis of accounting, as defined below.

## **CITY OF HUBBARD, OREGON**

### **NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2019**

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#### **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### *Measurement Focus and Basis of Accounting (Continued)*

In the fund financial statements, the current financial resources measurement focus or the economic resources measurement focus is applied to the modified cash basis of accounting, is used as appropriate:

- a. All governmental funds utilize a current financial resources measurement focus within the limitations of the modified cash basis of accounting. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary funds utilize an economic resource measurement focus within the limitations of the modified cash basis of accounting. The accounting objectives of this measurement focus are the determination of operating income, change in net position (or cost recovery), net financial position, and cash flows. All assets, deferred outflows, liabilities, and deferred inflows (whether current or noncurrent or financial or nonfinancial) associated with their activities are generally reported within the limitations of the modified cash basis of accounting.
- c. The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than GAAP as established by GASB. This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position or balance sheets cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include:
  1. Interfund receivables and payables that are temporary borrowing and result from transactions involving cash or cash equivalents are recognized.
  2. Assets that normally convert to cash or cash equivalents (e.g., certificates of deposit, external cash pools, and marketable investments) that arise from transactions and events involving cash or cash equivalents are recognized.
  3. Liabilities for cash (or cash equivalents) held on behalf of others or held in escrow are recognized.

The modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses or expenditures (such as accounts payable and expenses for goods and services received but not yet paid and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value. Additionally, long-term liabilities such as debt are only reported in the notes to the financial statements.

If the City utilized the basis of accounting recognized as generally accepted in the United States of America, the fund financial statements for the governmental funds would use the modified accrual basis of accounting, and the fund financial statements for the enterprise funds would use the accrual basis of accounting. All government-wide financial statements would be presented on the accrual basis of accounting.

The City's policy, although not in accordance with accounting principles generally accepted in the United States of America, is acceptable under Oregon Law (ORS 294.333), which leaves the selection of the method of accounting to the discretion of the municipal corporation.

## **CITY OF HUBBARD, OREGON**

### **NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2019**

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#### **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### *Measurement Focus and Basis of Accounting (Continued)*

Enterprise funds distinguish between operating revenues and expenses and nonoperating items. Operating revenues and expenses result from providing services to customers in connection with ongoing utility operations. The principal operating revenues are charges to customers for service. Operating expenses include payroll and related costs, and materials and supplies. All revenues not considered operating are reported as nonoperating items.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

##### *Cash and Cash Equivalents*

The City maintains cash and cash equivalents in a common pool that is available for use by all funds. Each fund type's portion of this pool is displayed as cash and cash equivalents. The City considers cash on hand, demand deposits and savings accounts, and short-term investments with an original maturity of three months or less from the date of acquisition to be cash and cash equivalents.

Oregon Revised Statutes authorize the City to invest in certificates of deposit, savings accounts, bank repurchase agreements, bankers' acceptances, general obligations of U.S. Government and its agencies, certain bonded obligations of Oregon municipalities and the State Treasurer's Local Government Investment Pool, among others.

For the purpose of financial reporting, cash and cash equivalents includes all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less.

Investments are stated at cost, which approximates fair value.

##### *Property Taxes*

Property taxes are levied by the County Assessor and collected by the County Tax Collector. The taxes are levied and become a lien as of July 1. They may be paid in three installments payable in equal payments due November 15, February 15, and May 15. The City's property tax collection records show that most of the property taxes due are collected during the year of levy and delinquent taxes are collected in the next few years.

##### *Capital Assets*

The City does not maintain historical cost or depreciation records for capital assets. Therefore, capital assets are not reported on the government-wide Statement of Net Position, the Enterprise Fund Statement of Net Position, or in the notes to the financial statements.

##### *Long-Term Debt*

Long-term debt is presented only in the notes to the financial statements. Payments of principal and interest are recorded as expenditures / expenses when paid.



**CITY OF HUBBARD, OREGON**  
**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**  
**YEAR ENDED JUNE 30, 2019**

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**SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Accrued Compensated Absences*

Accumulated unpaid vacation pay is not accrued. Earned but unpaid sick pay is recorded as an expenditure when paid.

*Budget and Budgetary Accounting*

The City adopts the budget on a function basis in the General Fund and an object basis in other funds, therefore, cash expenditures of a specific function or object within a fund may not legally exceed that function or object's appropriations for cash expenditures. The City Council may amend the budget to expend unforeseen revenues by supplemental appropriations. All supplemental appropriations are included in the budget comparison statements. Appropriations lapse at year-end and may not be carried over. The City does not use encumbrance accounting.

*Use of Estimates*

The preparation of basic financial statements, in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that effect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the basic financial statements and reported amounts of revenues and expenditures during the reporting period. Actual results may differ from those estimates.

**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents are comprised of the following at June 30, 2019:

	<i><b>Carrying Value</b></i>
<b><i>Cash</i></b>	
Cash on hand	\$ 250
Deposits with Xpress pay	4,042
Cash in checking accounts	42,675
<b><i>Investments</i></b>	
Local Government Investment Pool	4,840,122
	<hr/>
	\$ 4,887,089
	<hr/>

*Deposits*

The book balance of the City's bank deposits (checking accounts) was \$42,675 and the bank balance was \$247,544 at year end. The difference is due to transactions in process. Bank deposits are secured to legal limits by federal deposit insurance. The remaining amount is secured in accordance with ORS 295 under a collateral program administered by the Oregon State Treasurer.

## **CITY OF HUBBARD, OREGON**

### **NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2019**

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#### **CASH AND CASH EQUIVALENTS (Continued)**

##### *Custodial Credit Risk – Deposits*

This is the risk that in the event of a bank failure, the City's deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) provides insurance for the City's deposits with financial institutions for up to \$250,000 each for the aggregate of all demand accounts and the aggregate of all time and savings deposits accounts at each institution. Deposits in excess of FDIC coverage are with institutions participating in the Oregon Public Funds Collateralization Program (PFCP). The PFCP is a shared liability structure for participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100% protected. Barring any exceptions, a bank depository is required to pledge collateral valued at least 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities. As of June 30, 2019, none of the City's bank balances were covered by the PFCP.

##### *Local Government Investment Pool*

The State Treasurer of the State of Oregon maintains the Oregon Short-Term Fund, of which the Local Government Investment Pool is part. Participation by local governments is voluntary. The State of Oregon investment policies are governed by statute and the Oregon Investment Council. In accordance with Oregon Statutes, the investment funds are invested as a prudent investor would do, exercising reasonable care, skill and caution. The Oregon Short-Term Fund is the LGIP for local governments and was established by the State Treasurer. It was created to meet the financial and administrative responsibilities of federal arbitrage regulations. The investments are regulated by the Oregon Short-Term Fund Board and approved by the Oregon Investment Council (ORS 294.805 to 294.895). At June 30, 2019, the fair value of the position in the Oregon State Treasurer's Short-Term Investment Pool was approximately equal to the value of the pool shares. The investment in the Oregon Short-Term Fund is not subject to risk evaluation. LGIP is not rated for credit quality. Separate financial statements for the Oregon Short-Term Fund are available from the Oregon State Treasurer.

##### *Deposits with Xpress pay*

The City contracts with Xpress pay to facilitate online payments for water and sewer customers. The amounts in this account are those payments received by Xpress pay.

##### *Interest Rate Risk*

In accordance with its investment policy, the City manages its exposure to declines in fair value of its investments by limiting the weighted average maturity of its investments through use of the Local Government Investment Pool.

##### *Custodial Risk - Investments*

For an investment, this is the risk that, in the event of a failure of the counterparty, the City will not be able to recover the value of its investments or collateralized securities that are in the possession of an outside party. The City's investment policy limits the types of investments that may be held and does not allow securities to be held by the counterparty.

**CITY OF HUBBARD, OREGON****NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2019****CASH AND CASH EQUIVALENTS (Continued)***Custodial Risk – Investments (Continued)*

The LGIP is administered by the Oregon State Treasury with the advice of other state agencies and is not registered with the U.S. Securities and Exchange Commission. The LGIP is an open-ended no-load diversified portfolio offered to any agency, political subdivision, or public corporation of the state that by law is made the custodian of, or has control of any fund. The LGIP is commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon Legislature established the Oregon Short Term Fund Board, which has established diversification percentages and specifies the types and maturities of the investments. The purpose of the Board is to advise the Oregon State Treasury in the management and investment of the LGIP. These investments within the LGIP must be invested and managed as a prudent investor would, exercising reasonable care, skill and caution. Professional standards indicate that the investments in external investment pools are not subject to custodial risk because they are not evidenced by securities that exist in physical or book entry form. Nevertheless, management does not believe that there is any substantial custodial risk related to investments in the LGIP.

**LONG-TERM DEBT**

As a result of the use of the modified cash basis of accounting in this report, obligations related to long-term debt and other obligations are not reported as liabilities in the financial statements. Long-term debt transactions for the year were as follows:

	<i>Original Issue</i>	<i>Outstanding July 1, 2018</i>	<i>Issued</i>	<i>Matured/ Redeemed During Year</i>	<i>Outstanding June 30, 2019</i>	<i>Due within One Year</i>
<i>Business-type activities</i>						
2006 Clean Water Revolving Fund Loan with annual payments of \$54,486 and interest of 3.1%.	\$ 1,076,123	\$ 340,513	\$ -	\$ (44,271)	\$ 296,242	\$ 45,653
2013 Water Refunding Bonds with annual payments of \$95,727 with interest of 2.92%.	825,000	442,343	-	(83,415)	358,928	85,869
	<u>\$ 1,901,123</u>	<u>\$ 782,856</u>	<u>\$ -</u>	<u>\$ (127,686)</u>	<u>\$ 655,170</u>	<u>\$ 131,522</u>

*Notes from Direct Borrowings – Business-Type Activities*

The 2006 Clean Water Revolving Fund loan is paid from the Sewer Bond Fund. The note is secured by the full faith and credit of the City. In the event of default, the note becomes immediately due and payable. The loan agreement requires a restricted reserve account to be maintained in the amount of \$27,243. The City was in compliance with this requirement at June 30, 2019.

**CITY OF HUBBARD, OREGON****NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2019**

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**LONG-TERM DEBT (Continued)***Bonds Payable – Business-Type Activities*

2013 Water Refunding Bonds are paid from the Water Bond Fund. The note is secured by the full faith and credit of the City. In addition, net revenues of the system have been pledged as payment for the obligation. In the event of default, the note becomes immediately due and payable. The bond agreement requires a restricted reserve account be maintained in the amount of \$82,500. The City was in compliance with this requirement at June 30, 2019.

Future debt service requirements are as follows:

<i><b>Fiscal Year Ending June 30,</b></i>	<i><b>Principal</b></i>	<i><b>Interest</b></i>	<i><b>Total</b></i>
2020	\$ 131,522	\$ 18,691	\$ 150,213
2021	135,474	14,739	150,213
2022	139,545	10,668	150,213
2023	143,738	6,475	150,213
2024	51,631	2,855	54,486
2025	53,260	1,226	54,486
	<u>\$ 655,170</u>	<u>\$ 54,654</u>	<u>\$ 709,824</u>

**PENSION PLAN**

Plan Description – City employees are provided pension benefits through the Oregon Public Employees Retirement System (PERS). PERS is a cost-sharing multiple-employer defined benefit pension plan for units of state and local government in Oregon, containing multiple actuarial pools. Benefits are established and amended by the Oregon State Legislature pursuant to ORS Chapters 238 and 238A. The legislature has delegated the authority to administer and manage PERS to the Public Employees Retirement Board. PERS issues a publicly available financial report that can be found at:

<https://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx>

Benefits Provided – PERS provides retirement, disability, and death benefits which vary based on a qualified employee's hiring date and employment class (general service or police/fire). All City employees are eligible to participate after six months of covered employment. Details applicable to police/fire employees are noted in [square brackets] where different.

The Tier One/Tier Two Retirement Plan applies to qualifying employees hired before August 29, 2003 and is closed to new members.

Monthly retirement benefits are based on final 3-year average salary multiplied by years of service and a factor of 1.67% [2.00%]. Benefits may also be based on a money match computation, or formula plus annuity (for members contributing before August 21, 1981), if a greater benefit results. Employees are fully vested after making contributions in each of five calendar years, and are eligible to retire at age 55 [50]. Tier One benefits are reduced if retirement occurs prior to age 58 [55] with less than 30 [25] years of service; Tier Two benefits are reduced for retirement prior to age 60.

## **CITY OF HUBBARD, OREGON**

### **NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2019**

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#### ***PENSION PLAN (Continued)***

Employees are eligible for service-related disability benefits regardless of length of service; 10 years of service is required for nonservice-related benefits. Disability benefits are determined in the same manner as retirement benefits with service time computed to age 58 [55].

Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance. The beneficiary may also receive a matching lump-sum payment from employer funds if the member was in covered employment at the time of death, or if the member died less than 120 days after termination, while on official leave of absence, or as a result of a job-related injury.

Monthly benefits are subject to annual cost-of-living adjustments (COLA). For benefits earned after the relevant effective dates, the COLA is subject to a cap of 1.25% on the first \$60,000 of annual benefits and 0.15% thereafter (ORS 238.360).

The Oregon Public Service Retirement Plan (OPSRP) applies to qualifying employees hired on or after August 29, 2003.

Monthly retirement benefits are based on final 3-year average salary multiplied by years of service and a factor of 1.50% [1.80%]. Employees are fully vested after completing 600 hours of service in each of five calendar years and are eligible to retire at age 58 [53] with 30 [25] years of service, or at age 65 [60] otherwise.

Employees are eligible for service-related disability benefits regardless of length of service; 10 years of service is required for nonservice-related benefits. The benefit is 45% of the employee's salary during the last full month of employment before the disability occurred.

Upon the death of a non-retired member, the beneficiary receives a monthly benefit equal to 50% of the retirement benefit that would have been paid to the member.

Monthly benefits are subject to annual cost-of-living adjustments (COLA). For benefits earned after the relevant effective dates, the COLA is subject to a cap of 1.25% on the first \$60,000 of annual benefits and 0.15% thereafter (ORS 238A.210).

**Contribution Requirements** – As a participating employer, the City is required to make monthly contributions to PERS based on actuarially determined percentages of covered payroll. Rates in effect for fiscal year 2019 were 25.85% for Tier One/Tier Two employees, 15.58% for OPSRP general service employees, and 20.35% for OPSRP police/fire employees. The City's total contributions to PERS were \$162,350 for fiscal year ended June 30, 2019.

Contribution requirements are established by Oregon statute and may be amended by an act of the Oregon State Legislature. Employer contribution rates for fiscal year 2019 were based on the December 31, 2016 actuarial valuation using the entry age normal actuarial cost method. It is important to note that the actuarial valuations used for rate setting are based on different methods and assumptions than those used for financial reporting which are described later in this note.

Employee contributions are set by statute at 6% of salary and are remitted by participating employers, who may agree to make employee contributions on the employee's behalf. Prior to January 1, 2004, employee contributions were credited to the defined benefit pension plan. Beginning January 1, 2004, all employee contributions were placed in the OPSRP Individual Account Program (IAP), a defined contribution pension plan described further at the end of this note.

## **CITY OF HUBBARD, OREGON**

### **NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2019**

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#### ***PENSION PLAN (Continued)***

Pension Assets/Liabilities, Pension Expense, and Pension-Related Deferrals – At June 30, 2019, the City reported a net pension liability of \$1,247,771 as its proportionate share of the collective net pension liability for PERS, measured as of June 30, 2018. The total pension liability used to calculate the net pension liability was based on a December 31, 2016 actuarial valuation, rolled forward to the measurement date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to PERS relative to the projected contributions of all participating employers, as actuarially determined. The City's proportion was 0.00824% as of the June 30, 2018 measurement date, compared to 0.00876% as of June 30, 2017.

Actuarial Methods and Assumptions – The total pension liability in the December 31, 2016 actuarial valuation was determined using the entry age normal method and the following actuarial assumptions, applied to all periods included in the measurement: inflation rate of 2.50%, projected salary increases of 3.50%, investment rate of return of 7.20%, and mortality rates based on the RP-2000 sex-distinct mortality tables, with generational adjustments per scale BB. These assumptions were based on the results of an actuarial experience study for the four-year period ending December 31, 2014.

The long-term expected rate of return on pension plan investments was developed by combining estimated rates of return for each major asset class weighted by target asset allocation percentages and adjusting for inflation.

Target allocations and estimated geometric rates of return for each major asset class are available in the PERS publicly available financial report previously mentioned.

The discount rate used to measure the total pension liability was 7.20%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary 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 following chart shows the sensitivity of the net pension liability (asset) to changes in the discount rate, based on calculations using discount rates of 6.20%, 7.20%, and 8.20%.

	<b>1% Decrease (6.20%)</b>	<b>Discount Rate (7.20%)</b>	<b>1% Increase (8.20%)</b>
Proportionate share of the net pension liability	\$ 2,085,261	\$ 1,247,771	\$ 556,492

Pension Plan Fiduciary Net Position – Detailed information about PERS' net position is available in its separately issued financial report.

Defined Contribution Plan – PERS-eligible employees are statutorily required to contribute 6% of their annual covered salary to the OPSRP Individual Account Program (IAP), a defined contribution pension plan. Benefits terms, including contribution requirements, are established by the Oregon Legislature. As permitted, the City has opted to pick-up the contributions on behalf of employees. Employees are fully vested after completing 600 hours of service in each of five calendar years. PERS contracts with VOYA Financial to administer the IAP. Total paid on behalf of employees for the fiscal year was \$41,222.

**CITY OF HUBBARD, OREGON****NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2019**

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**INTERFUND TRANSFERS**

Interfund transfers for the year were as follows:

<i><b>Fund</b></i>	<i><b>Transfers In</b></i>	<i><b>Transfers Out</b></i>
General	\$ 144,135	\$ 83,943
Reserve	116,788	-
Street	-	32,275
Street Construction	-	2,697
Parks Improvement	-	2,282
Sewer	-	122,611
Sewer Construction	-	5,009
Sewer Bond	54,486	-
Water	-	157,993
Water Construction	-	4,326
Water Bond	95,727	-
	<u>\$ 411,136</u>	<u>\$ 411,136</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move revenues restricted to debt service from the funds collecting the revenues to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

**CONTINGENCIES**

The City purchases commercial insurance to cover all commonly insurable risks, which includes property damage, liability and employee bonds. Most policies carry a small deductible amount. No insurance claims settled in each of the prior three years have exceeded policy coverage.

From time to time, the City is a defendant in various litigation proceedings. Management believes any losses arising from these actions will not materially affect the City's financial position.

***SUPPLEMENTAL INFORMATION***



**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - GENERAL FUND****YEAR ENDED JUNE 30, 2019**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Taxes and assessments	\$ 854,102	\$ 854,102	\$ 928,491	\$ 74,389
Fines and forfeitures	245,380	245,380	241,781	(3,599)
Licenses and permits	203,920	203,920	124,088	(79,832)
Charges for services	182,725	182,725	185,690	2,965
Intergovernmental	103,397	103,397	104,670	1,273
Miscellaneous	47,100	47,100	80,813	33,713
Total Revenues	1,636,624	1,636,624	1,665,533	28,909
EXPENDITURES				
Administration	233,762	239,262	228,806	10,456
Court	61,753	62,753	58,458	4,295
Council	19,440	19,440	7,505	11,935
Community development	284,424	284,724	150,929	133,795
Police	994,025	1,050,025	898,899	151,126
Parks	182,906	182,906	160,583	22,323
Contingency	750,075	687,275	-	687,275
Total Expenditures	2,526,385	2,526,385	1,505,180	1,021,205
REVENUES OVER (UNDER) EXPENDITURES				
	(889,761)	(889,761)	160,353	1,050,114
OTHER FINANCING SOURCES (USES)				
Transfers in	167,853	167,853	144,135	(23,718)
Transfers out	(83,944)	(83,944)	(83,943)	1
Total Other Financing Sources (Uses)	83,909	83,909	60,192	(23,717)
NET CHANGE IN FUND BALANCE	(805,852)	(805,852)	220,545	1,026,397
FUND BALANCE, beginning of year	805,852	805,852	890,257	84,405
FUND BALANCE, end of year	\$ -	\$ -	\$ 1,110,802	\$ 1,110,802

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - STREET FUND****YEAR ENDED JUNE 30, 2019**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Charges for services	\$ 88,810	\$ 88,810	\$ 90,363	\$ 1,553
Licenses and permits	6,975	6,975	7,065	90
Intergovernmental	167,429	167,429	168,363	934
Miscellaneous	3,460	3,460	8,763	5,303
Total Revenues	266,674	266,674	274,554	7,880
EXPENDITURES				
Street	273,755	273,755	228,013	45,742
Contingency	52,074	52,074	-	52,074
Total Expenditures	325,829	325,829	228,013	97,816
REVENUES OVER (UNDER) EXPENDITURES				
	(59,155)	(59,155)	46,541	105,696
OTHER FINANCING SOURCES (USES)				
Transfers out	(34,339)	(34,339)	(32,275)	2,064
NET CHANGE IN FUND BALANCE				
	(93,494)	(93,494)	14,266	107,760
FUND BALANCE, beginning of year	93,494	93,494	48,545	(44,949)
FUND BALANCE, end of year				
	\$ -	\$ -	\$ 62,811	\$ 62,811

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - STREET CONSTRUCTION FUND****YEAR ENDED JUNE 30, 2019**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
<b>REVENUES</b>				
Licenses and permits	\$ 118,885	\$ 118,885	\$ 83,337	\$ (35,548)
Intergovernmental	121,755	121,755	72,156	(49,599)
Miscellaneous	4,300	4,300	8,257	3,957
<i>Total Revenues</i>	244,940	244,940	163,750	(81,190)
<b>EXPENDITURES</b>				
Street construction	266,900	266,900	162,631	104,269
Contingency	347,668	347,668	-	347,668
<i>Total Expenditures</i>	614,568	614,568	162,631	451,937
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(369,628)	(369,628)	1,119	370,747
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(5,735)	(5,735)	(2,697)	3,038
<b>NET CHANGE IN FUND BALANCE</b>	(375,363)	(375,363)	(1,578)	373,785
<b>FUND BALANCE, beginning of year</b>	375,363	375,363	379,613	4,250
<b>FUND BALANCE, end of year</b>	\$ -	\$ -	\$ 378,035	\$ 378,035

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - PARK IMPROVEMENT FUND  
YEAR ENDED JUNE 30, 2019**

	<b>Budget Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Licenses and permits	\$ 125,953	\$ 125,953	\$ 86,511	\$ (39,442)
Intergovernmental	17,500	17,500	136,246	118,746
Miscellaneous	352	352	771	419
<i>Total Revenues</i>	143,805	143,805	223,528	79,723
<b>EXPENDITURES</b>				
Contingency	344,053	344,053	-	344,053
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(200,248)	(200,248)	223,528	423,776
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(5,053)	(5,053)	(2,282)	2,771
<b>NET CHANGE IN FUND BALANCE</b>	(205,301)	(205,301)	221,246	426,547
<b>FUND BALANCE, beginning of year</b>	205,301	205,301	84,403	(120,898)
<b>FUND BALANCE, end of year</b>	\$ -	\$ -	\$ 305,649	\$ 305,649

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - RESERVE FUND****YEAR ENDED JUNE 30, 2019**

	<b>Budget Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Miscellaneous	\$ 90	\$ 90	\$ 1,043	\$ 953
<b>EXPENDITURES</b>				
Capital outlay	160,499	160,499	82,454	78,045
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(160,409)	(160,409)	(81,411)	78,998
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	116,789	116,789	116,788	(1)
<b>NET CHANGE IN FUND BALANCE</b>	(43,620)	(43,620)	35,377	78,997
<b>FUND BALANCE, beginning of year</b>	293,443	293,443	224,023	(69,420)
<b>FUND BALANCE, end of year</b>	\$ 249,823	\$ 249,823	\$ 259,400	\$ 9,577

**CITY OF HUBBARD, OREGON****COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - WATER OPERATIONS****YEAR ENDED JUNE 30, 2019**

	<b><i>Water</i></b>	<b><i>Water Construction</i></b>	<b><i>Water Bond Fund</i></b>	<b><i>Total Water Operations</i></b>
<b>REVENUES</b>				
Charges for services	\$ 452,104	\$ 107,347	\$ -	\$ 559,451
Licenses and permits	-	64,030	-	64,030
Miscellaneous	32,504	8,151	231	40,886
<i>Total Revenues</i>	484,608	179,528	231	664,367
<b>EXPENDITURES</b>				
Water	274,187	-	-	274,187
Debt service				
Principal	-	-	83,415	83,415
Interest	-	-	12,312	12,312
Capital outlay	-	115,788	-	115,788
<i>Total Expenditures</i>	274,187	115,788	95,727	485,702
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	210,421	63,740	(95,496)	178,665
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	-	95,727	95,727
Transfers out	(157,993)	(4,326)	-	(162,319)
<i>Total Other Financing Sources (Uses)</i>	(157,993)	(4,326)	95,727	(66,592)
<b>CHANGE IN FUND BALANCE</b>	52,428	59,414	231	112,073
<b>FUND BALANCE, beginning of year</b>	294,048	747,130	82,696	1,123,874
<b>FUND BALANCE, end of year</b>	\$ 346,476	\$ 806,544	\$ 82,927	\$ 1,235,947

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - WATER FUND****YEAR ENDED JUNE 30, 2019**

	<b>Budget Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Charges for services	\$ 468,389	\$ 468,389	\$ 452,104	\$ (16,285)
Miscellaneous	32,488	32,488	32,504	16
<i>Total Revenues</i>	500,877	500,877	484,608	(16,269)
<b>EXPENDITURES</b>				
Water	335,432	335,432	274,187	61,245
Contingency	304,554	304,554	-	304,554
<i>Total Expenditures</i>	639,986	639,986	274,187	365,799
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(139,109)	(139,109)	210,421	349,530
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(161,484)	(161,484)	(157,993)	3,491
<b>CHANGE IN FUND BALANCE</b>	(300,593)	(300,593)	52,428	353,021
<b>FUND BALANCE, beginning of year</b>	300,593	300,593	294,048	(6,545)
<b>FUND BALANCE, end of year</b>	\$ -	\$ -	\$ 346,476	\$ 346,476

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - WATER CONSTRUCTION FUND****YEAR ENDED JUNE 30, 2019**

	<b>Budget Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Charges for services	\$ 110,000	\$ 110,000	\$ 107,347	\$ (2,653)
Licenses and permits	97,061	97,061	64,030	(33,031)
Miscellaneous	5,400	5,400	8,151	2,751
<i>Total Revenues</i>	212,461	212,461	179,528	(32,933)
<b>EXPENDITURES</b>				
Water construction	100,000	172,000	115,788	56,212
Contingency	829,214	757,214	-	757,214
<i>Total Expenditures</i>	929,214	929,214	115,788	813,426
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(716,753)	(716,753)	63,740	780,493
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(9,579)	(9,579)	(4,326)	5,253
<b>CHANGE IN FUND BALANCE</b>	(726,332)	(726,332)	59,414	785,746
<b>FUND BALANCE, beginning of year</b>	726,332	726,332	747,130	20,798
<b>FUND BALANCE, end of year</b>	\$ -	\$ -	\$ 806,544	\$ 806,544



**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - WATER BOND FUND****YEAR ENDED JUNE 30, 2019**

	<b>Budget Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Miscellaneous	\$ 156	\$ 156	\$ 231	\$ 75
<b>EXPENDITURES</b>				
Debt service				
Principal	83,415	83,415	83,415	-
Interest	12,312	12,312	12,312	-
<i>Total Expenditures</i>	<i>95,727</i>	<i>95,727</i>	<i>95,727</i>	<i>-</i>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(95,571)</b>	<b>(95,571)</b>	<b>(95,496)</b>	<b>75</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	95,727	95,727	95,727	-
<b>CHANGE IN FUND BALANCE</b>	<b>156</b>	<b>156</b>	<b>231</b>	<b>75</b>
<b>FUND BALANCE, beginning of year</b>	<b>82,643</b>	<b>82,643</b>	<b>82,696</b>	<b>53</b>
<b>FUND BALANCE, end of year</b>	<b>\$ 82,799</b>	<b>\$ 82,799</b>	<b>\$ 82,927</b>	<b>\$ 128</b>

**CITY OF HUBBARD, OREGON****COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - SEWER OPERATIONS****YEAR ENDED JUNE 30, 2019**

	<b><i>Sewer</i></b>	<b><i>Sewer Construction</i></b>	<b><i>Sewer Bond Fund</i></b>	<b><i>Total Sewer Operations</i></b>
<b>REVENUES</b>				
Charges for services	\$ 464,199	\$ 153,867	\$ -	\$ 618,066
Licenses and permits	-	114,614	-	114,614
Miscellaneous	174	7,534	744	8,452
<i>Total Revenues</i>	464,373	276,015	744	741,132
<b>EXPENDITURES</b>				
Sewer	323,528	-	-	323,528
Debt service				
Principal	-	-	44,271	44,271
Interest	-	-	10,215	10,215
<i>Total Expenditures</i>	323,528	-	54,486	378,014
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	140,845	276,015	(53,742)	363,118
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	-	54,486	54,486
Transfers out	(122,611)	(5,009)	-	(127,620)
<i>Total Other Financing Sources (Uses)</i>	(122,611)	(5,009)	54,486	(73,134)
<b>CHANGE IN FUND BALANCE</b>	18,234	271,006	744	289,984
<b>FUND BALANCE, beginning of year</b>	88,082	1,074,913	38,888	1,201,883
<b>FUND BALANCE, end of year</b>	\$ 106,316	\$ 1,345,919	\$ 39,632	\$ 1,491,867

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - SEWER FUND****YEAR ENDED JUNE 30, 2019**

	<b>Budget Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Charges for services	\$ 464,780	\$ 464,780	\$ 464,199	\$ (581)
Miscellaneous	160	160	174	14
<i>Total Revenues</i>	464,940	464,940	464,373	(567)
<b>EXPENDITURES</b>				
Sewer	391,759	396,759	323,528	73,231
Contingency	37,786	32,786	-	32,786
<i>Total Expenditures</i>	429,545	429,545	323,528	106,017
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	35,395	35,395	140,845	105,450
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(125,204)	(125,204)	(122,611)	2,593
<b>CHANGE IN FUND BALANCE</b>	(89,809)	(89,809)	18,234	108,043
<b>FUND BALANCE, beginning of year</b>	89,809	89,809	88,082	(1,727)
<b>FUND BALANCE, end of year</b>	\$ -	\$ -	\$ 106,316	\$ 106,316

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - SEWER CONSTRUCTION FUND****YEAR ENDED JUNE 30, 2019**

	<b>Budget Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Sewer fees	\$ 157,612	\$ 157,612	\$ 153,867	\$ (3,745)
Charges for services	147,250	147,250	114,614	(32,636)
Miscellaneous	4,980	4,980	7,534	2,554
<i>Total Revenues</i>	309,842	309,842	276,015	(33,827)
<b>EXPENDITURES</b>				
Sewer construction	277,000	277,000	-	277,000
Contingency	1,099,657	1,099,657	-	1,099,657
<i>Total Expenditures</i>	1,376,657	1,376,657	-	1,376,657
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(1,066,815)	(1,066,815)	276,015	1,342,830
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(9,517)	(9,517)	(5,009)	4,508
<b>CHANGE IN FUND BALANCE</b>	(1,076,332)	(1,076,332)	271,006	1,347,338
<b>FUND BALANCE, beginning of year</b>	1,076,332	1,076,332	1,074,913	(1,419)
<b>FUND BALANCE, end of year</b>	\$ -	\$ -	\$ 1,345,919	\$ 1,345,919

**CITY OF HUBBARD, OREGON****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE****(MODIFIED CASH BASIS) - BUDGET AND ACTUAL - SEWER BOND FUND****YEAR ENDED JUNE 30, 2019**

	<b>Budget Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Miscellaneous	\$ 576	\$ 576	\$ 744	\$ 168
<b>EXPENDITURES</b>				
Debt service				
Principal	44,271	44,271	44,271	-
Interest	10,215	10,215	10,215	-
<i>Total Expenditures</i>	54,486	54,486	54,486	-
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(53,910)	(53,910)	(53,742)	168
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	54,486	54,486	54,486	-
<b>CHANGE IN FUND BALANCE</b>	576	576	744	168
<b>FUND BALANCE, beginning of year</b>	38,614	38,614	38,888	274
<b>FUND BALANCE, end of year</b>	\$ 39,190	\$ 39,190	\$ 39,632	\$ 442

## ***COMPLIANCE SECTION***



## GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

### ***INDEPENDENT AUDITOR'S REPORT REQUIRED BY OREGON STATE REGULATIONS***

Honorable Mayor and Members of the City Council  
City of Hubbard  
592 Fourth Street  
Hubbard, Oregon 97026

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the City of Hubbard, Oregon as of and for the year ended June 30, 2019, and have issued our report thereon dated November 4, 2019.

#### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements 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.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295).**
- **Indebtedness limitations, restrictions and repayment.**
- **Budgets legally required (ORS Chapter 294).**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Highway revenues used for public highways, roads, and streets.**
- **Authorized investment of surplus funds (ORS Chapter 294).**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **Accountability for collecting or receiving money by elected officials - no money was collected or received by elected officials.**

In connection with our testing nothing came to our attention that caused us to believe the City was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, except the City does not maintain historical cost records for capital assets as noted in the notes to the financial statements.


***OAR 162-10-0230 - Internal Control***

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

***Restriction on Use***

This report is intended solely for the information and use of the City Council and management of the City of Hubbard, Oregon and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

*GROVE, MUELLER & SWANK, P.C.*  
*CERTIFIED PUBLIC ACCOUNTANTS*

By:   
Ryan T. Pasquarella, A Shareholder  
November 4, 2019