

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 1. Summary of Significant Accounting Policies

The financial statements of Yellowstone County (the County) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing governmental accounting and financial reporting principles.

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34 Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments. Certain of the significant changes in the Statement include the following:

- For the first time the financial statements include:
 - A Management’s Discussion and Analysis (MD&A) section providing an analysis of the County’s overall financial position and results of operations.
 - Financial statements prepared using full accrual accounting for all of the County’s activities, including infrastructure (roads, bridges, etc.).
- A change in the fund financial statements to focus on the major funds.

These and other changes are reflected in the accompanying financial statements (including notes to financial statements). The County has elected to implement the general provisions of Statement No. 34 in the current year and plans to retroactively report infrastructure (assets acquired prior to July 1, 2002) in the fiscal year ending June 30, 2007.

A. Reporting Entity

Yellowstone County’s financial statements include those separate governmental entities that are controlled or are dependent on the County. The determination to include separate governmental entities is based on the criteria of GASB Statement No. 14. GASB Statement No. 14 defines the reporting entity as the County and those component units for which the County is financially accountable. To be financially accountable, a voting majority of the organization’s board must be appointed by the County, and either a) the County must be able to impose its will, or b) the County may potentially benefit financially or be financially responsible for the organization. The County does not report any separate government entities as component units.

B. Fund Accounting

The County uses funds to report its financial position and the results of its operations. A fund is a separate accounting entity with a self-balancing set of accounts.

Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types."

Governmental funds are used to account for all or most of a government’s general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all financial activities of the general government not recorded in another fund.

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds).

Fiduciary funds include all trust and agency funds which account for assets held by the County as a trustee or as an agent for individuals, other governmental units and/or other funds. The investment trust fund accounts for the external portion of the County’s investment pool, which is invested for County school districts, special districts, and the protest tax fund. These districts have all agreed to voluntarily participate in the investment pool. Agency funds generally are used to account for funds being held on an interim basis on behalf of others as their agent. Such funds are custodial in nature since all assets are due to individuals or entities at some future time.

Yellowstone County, Montana
Notes to the Financial Statements
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Note 1. Summary of Significant Accounting Policies, continued

C. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. *Governmental-activities*, which normally are 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.

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

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

Nonmajor funds are aggregated and presented in a single column. The internal service funds are aggregated in a single column on the face of the proprietary fund statement.

D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

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

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. With this measurement focus, only current assets and current liabilities 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 net current assets. 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. Expenditures are recorded when the related fund liability is incurred as under accrual accounting. Principal and interest on long-term debt, as well as expenditures related to compensated absences, are recorded as fund liabilities when payment is due.

All proprietary funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the statement of net assets. Proprietary fund-type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in total net assets. The Proprietary funds apply all applicable GASB pronouncements as well as the following pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements: Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins. The accrual basis of accounting is utilized by proprietary funds and the investment trust fund. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Agency funds are custodial in nature and do not involve measurement of results of operations.

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Note 1. Summary of Significant Accounting Policies, continued

D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation, continued

The County reports deferred revenue on its governmental funds' balance sheets. Deferred revenues arise when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized. The County reports uncollected property tax revenues as deferred revenue for governmental funds.

Those revenues susceptible to accrual are interest revenue, grant revenues, and charges for services. Changes in the fair value of investments are recognized in revenue at the end of each year. Fines and permits are not susceptible to accrual because generally they are not measurable until received in cash.

The government reports the following major governmental funds:

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

The *road fund* accounts for the construction, maintenance, and improvements of public roads outside incorporated areas.

The *liability and property insurance fund* accounts for the collection of levied taxes used to pay property and casualty insurance and the establishment of reserves for the self-funded liability program.

The *public safety-sheriff fund* accounts for the levy and expenditures of the Sheriff's Department, including the Yellowstone County Detention Facility.

The *RSID bond fund* accounts for the resources accumulated and payments made for principal and interest on long-term debt issued for rural special improvement districts.

The *capital improvement fund* accounts for the accumulation and expenditure of resources for major capital expenditures, construction, or improvements.

The government reports the following major fund proprietary funds:

The *refuse disposal fund* accounts for the funding and costs associated with County charges and services provided to County residents to have access to garbage disposal.

The *METRA fund* accounts for the operations of the Montana Exposition, Trade, and Recreation Arena (METRA), which reports all activities and events held in the 10,000 seat arena and other event facilities and grounds.

Additionally, the government reports the following fund types:

Internal service funds account for the County's self-insured health insurance plan, motor pool, and telephone services provided to other departments or agencies of the government, or to other governments, on a cost reimbursement basis.

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Notes to the Financial Statements
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Note 1. Summary of Significant Accounting Policies, continued

D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation, continued

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges for property and liability insurance. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

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

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

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first.

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Note 1. Summary of Significant Accounting Policies, continued

E. Assets, Liabilities, and Net Assets or Equity

1. Cash and Demand Investments, and Cash Investments

Cash resources, to the extent available, of the individual funds are combined to form a cash pool, which is managed by the County Finance Director. The cash pool is not registered with the Securities and Exchange Commission as an investment company and is not subject to regulatory oversight. Investments of the pooled cash, which are authorized by state law, consist primarily of repurchase agreements, the State of Montana's Short Term Investment Pool (STIP), and securities of the U. S. Government or its agencies and are carried at fair value. The fair value of investments is determined annually, and is based on current market prices. The method used to determine the values of participants' equity withdrawn is based on the book value of the participants' percentage participation at the date of withdrawal. Bank deposits include demand deposits and overnight repurchase agreements in County banks. Interest income earned as a result of pooling and changes in the fair value of investments are distributed to the appropriate funds as designated by state law utilizing a formula based on the applicable cash balance participation of each fund. The general fund receives interest revenue from those funds not specifically designated by state law to receive interest.

The County has not provided nor obtained any legally binding guarantees during the fiscal year ended June 30, 2003 to support the value of shares in the pool.

The County issues warrants in payment of its obligations. Cash balances are reported net of outstanding warrants.

For purposes of the statement of cash flows, the County considers all highly liquid debt instruments with an original maturity of three months or less, including restricted investments, as cash equivalents.

2. Restricted Cash and Demand Investments

Restricted cash and demand investments represent resources set aside for capital improvements, advances, notes payable repayment, and unforeseeable repairs improvements.

3. Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

All trade and property tax receivables are shown net of an allowance for uncollectibles. As of June 30, 2003, the trade accounts receivable has an allowance of \$47,498 and the property tax receivable allowance is \$232,800.

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Note 1. Summary of Significant Accounting Policies, continued

4. Inventories

In the proprietary funds, inventories are recorded at the lower of cost (first-in, first-out method) or market, and are recorded as expenses when consumed. In the funds, reported inventories are recorded at average cost, and are recorded as expenditures when consumed.

5. Capital Assets

Capital assets, which include property, plant, and equipment, and infrastructure assets (e.g., road, bridges, sidewalks, and similar items), are reported in the governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the County as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. The governmental fund financial statements may include expenditures for minor capital assets valued between \$500 and \$5,000 that the County has budgeted as capital in order to provide fixed asset control of these items, however, these items are being reported or depreciated as capital assets on the government-wide financial statements. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Infrastructure assets reported as of June 30, 2003 include only those assets acquired during fiscal year 2003 and do not include any retroactive reporting of capital infrastructure assets acquired before July 1, 2002, since the value of those assets have not been determined.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable.

Major outlays for capital assets and improvements are capitalized as projects are constructed. If material, interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant, and equipment of the primary government, as well as the component units, is depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	50
Building Improvements	20
Public Domain Infrastructure	50
System Infrastructure	30
Vehicles	5
Office Equipment	5
Computer Equipment	5

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against their operations. Accumulated depreciation is reported on proprietary fund balance sheets.

6. Self-Insurance Accruals

The County provides for an estimated accrual for incurred claims at year end in the Property and Liability Insurance Fund for liability claims and the Health Insurance Fund for unpaid health claims.

Yellowstone County, Montana
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Note 1. Summary of Significant Accounting Policies, continued

7. Due to Other Taxing Districts

This account represents cash, tax receivables, and other assets held by the County for other taxing jurisdictions. Cash received by the County for the State of Montana, multi-jurisdictional service districts, and cities and towns located in Yellowstone County is distributed in the month following collection.

8. Compensated Absences

Vested or accumulated vacation and sick leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a liability of the governmental fund that will pay it in the fund financial statements. Amounts of vested or accumulated vacation and sick leave that are not expected to be liquidated with expendable available financial resources are reported as a long-term liability in the government-wide financial statements. Vested or accumulated vacation and sick leave of proprietary funds is recorded as an expense and liability of those funds as the benefits accrue to employees. No liability is recorded for nonvesting accumulating rights to receive sick pay benefits. The nonvested portion of sick leave is 75% of the accrued sick leave times the rate of pay.

All vacation pay is accrued when incurred in the government-wide, proprietary, and fiduciary fund financial statements

9. Long-term Obligations

In the government-wide financial statements, and proprietary fund in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net assets.

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

10. Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Note 2. Reconciliation Comparative of Government-wide and Fund Financial Statements

A. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Assets

A separate report has been included in basic financial statements to explain the differences between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Assets.

B. Explanation of Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-wide Statement of Activities

A separate report has been included in basic financial statements to explain the differences between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-wide Statement of Activities.

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Note 3. Stewardship, compliance, and accountability

Budgets are adopted on a basis consistent with a modified accrual basis of accounting. Annual legal budgets are adopted for the general, special revenue, debt service, and capital projects funds. All annual appropriations lapse at fiscal year end. Project-length financial plans are adopted for all capital projects funds.

The level of budgetary control (that is the level at which expenditures cannot legally exceed the appropriated amount) is established at the fund level. Individual fund budgets are the same as appropriation amounts. Unexpended appropriations lapse at the end of the year.

Budget amendments can be made at any time during the year by resolution after holding public hearings. Supplemental appropriations were made for unanticipated state and federal grants awarded during the year. The effect of the budget amendments other than those for federal and state grants during fiscal year 2003 was nominal. Reported budget amounts represent the original adopted budget as amended.

Note 4. Cash and Demand Investments, and Cash Investments

The County's pooled investments are categorized below to give an indication of the level of risk assumed by the County at June 30, 2003. All investments meet collateral requirements specified by State Law.

Investments are categorized into these three categories of credit risk:

- (1) Insured or registered, or securities held by the government or its agent in the government's name.
- (2) Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the government's name.
- (3) Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent, but not in the government's name.

At year end, the County's investment balances were as follows:

	<u>Category</u>					<u>Reported Amount/ Fair Value</u>
	1	2	3			
Cash investments - U.S. Government Securities		\$ 26,168,796	\$ 0	0	\$	\$ 26,168,796
Cash in overnight repurchase agreements	0	0	2,393,920			2,393,920
Cash on hand and demand deposits	<u>270,048</u>	<u>0</u>	<u>1,481,885</u>			<u>1,751,933</u>
Total	<u>\$ 26,438,844</u>	<u>\$ 0</u>	<u>\$ 3,875,805</u>			<u>\$ 30,314,649</u>
 <u>Investments Not Subject to Categories:</u>						
State Treasurer's Investment Pool (STIP)						46,493,000
Less outstanding warrants						<u>(10,287,991)</u>
Total Investments						<u>\$ 66,519,658</u>

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Note 4. Cash and Demand Investments, and Cash Investments, continued

Due to higher cash flows at certain times during the year, the County's investment in overnight repurchase agreements for which the underlying securities were held by the dealer increased significantly. As a result, the amounts that were in category 3 at those times were substantially higher than at year end.

The County maintains a cash and investment pool for all funds under the control of the County Treasurer. The total pooled cash reported at June 30, 2003, is detailed as follows:

	<u>Total</u>	<u>Statement of Net Assets</u>	<u>Fiduciary Net Assets</u>
Cash and demand investments	\$39,084,506	\$ 13,666,339	\$ 25,418,167
Restricted cash held in trust	318,782	318,782	0
Restricted cash and demand investments for capital	<u>947,574</u>	<u>947,574</u>	<u>0</u>
Total cash and demand investments	40,350,862	14,932,695	25,418,167
Cash investments	<u>26,168,796</u>	<u>9,150,502</u>	<u>17,018,294</u>
Total	<u>\$66,519,658</u>	<u>\$ 24,083,197</u>	<u>\$ 42,436,461</u>
Cash on hand	\$ 23,904		
Cash in pooled bank deposits and other bank deposits	1,728,029		
Cash in overnight repurchase agreements	2,393,920		
Cash in State Treasurer's Investment Pool	46,493,000		
Outstanding warrants	<u>(10,287,991)</u>		
Total cash and demand investments	40,350,862		
Cash investments	<u>26,168,796</u>		
Total	<u>\$66,519,658</u>		

Yellowstone County, Montana
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Note 4. Cash and Demand Investments, and Cash Investments, continued

Cash on hand - represents two types of cash items: petty cash and change funds on hand - \$20,715 ; cash received after last bank deposit - \$3,189.

Cash in pooled bank deposits and other bank deposits – Cash in pooled bank deposits represents cash on deposit in local bank accounts used for pooled banking operations of the County - \$1,155,996; other bank deposits represents cash held in trust for other individuals in which any interest earnings are not distributed to the investment pool - \$572,033

Cash in overnight repurchase agreements – represents cash invested on a daily basis by the County’s primary bank. Invested funds represent the nightly balance of collected funds in the County’s main depository bank account. The overnight repurchase agreement has the funds redeposited into the County’s main bank account the next business day. The invested funds are collateralized by permissible U.S. government securities that have a value of at least 102% of the investment value.

Cash in State Treasurer’s Investment Pool (STIP)

STIP is considered an external investment pool. STIP is also classified as a “2a-7 like” pool. A “2a-7-like” pool is an external investment pool that is not registered with the Securities and Exchange Commission as an investment fund, but has a policy that it will and does operate in a manner consistent with the SEC’s Rule 2a-7 of the Investment Company Act of 1940. The County’s investment position in STIP is determined by the pool’s share price, which is dollar denominated.

The STIP portfolio includes, but is not limited to, “variable rate“ and “asset-backed” securities to provide diversification and a competitive rate of return. These securities are described below:

Asset-backed Securities are debt securities collateralized by a pool of mortgages and non-mortgage assets, such as trade and loan receivables, equipment leases, and credit cards, etc. pledged by the issuer. Asset-backed securities have one or more forms of credit enhancement to raise the quality of the security. Examples of credit enhancement include, but are not limited to, letter of credit, reserve fund, or senior/subordinate arrangements.

Variable Rate (Floating-Rate) Securities provide many advantages of short-term bonds because they are designed to minimize the investor’s interest rate risk. As with variable rate loans issued by banks, the interest rate paid by the issuer of these securities is reset periodically depending on market conditions. The value of these securities will usually remain at or near par because their interest rates are reset to maintain a current market yield. STIP’s variable rate securities float to either the prime rate or the London Interbank Offering Rate (LIBOR), which is similar to the European federal funds rate.

Outstanding warrants - represents issued and outstanding warrants and checks of the County and school districts

Cash investments - represents investments held by the County Treasurer with maturity dates exceeding 1 day. At June 30, 2003, pooled investment items were:

<u>Investment Type</u>	<u>Yield</u>	<u>Maturity Date</u>	<u>Fair Value</u>
Federal Home Loan Bank	2.00 – 3.53%	7 months – 5 years	\$ 22,220,586
Federal National Mortgage Association	1.50 - 3.25%	6 months – 3.25 years	<u>3,948,210</u>
Total U.S. government agency securities			<u>\$26,168,796</u>

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Note 4. Cash and Demand Investments, and Cash Investments, continued

The following represents a condensed statement of net assets and changes in net assets for the cash and investment pool as of June 30, 2003:

<u>Condensed Statement of Net Assets</u>		
Cash and demand investments	\$39,084,506	
Cash investments	26,168,796	
Restricted cash and demand investments		1,266,356
Accrued interest receivable		<u>120,461</u>
Net assets held in trust for all pool participants	\$ 66,640,119	
Equity of internal pool participants	\$ 28,095,875	
Equity of external pool participants	38,544,244	
Total equity	\$ 66,640,119	
<u>Condensed Statement of Changes in Net Assets</u>		
Net assets at July 1, 2002	\$ 67,077,062	
Net changes in investments by pool participants	(215,061)	
Market value adjustment of cash investments	<u>(221,882)</u>	
Net assets at June 30, 2003	\$ 66,640,119	

Note 5. Receivables

Receivables as of year end for the government's individual major funds; and nonmajor, internal service, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	MAJOR GOVERNMENTAL FUNDS						Other Nonmajor Governmental Funds	MAJOR ENTERPRISE FUNDS			Internal Service Funds	Fiduciary Funds	Total
	General	Road	Liability & Property Insurance	Public Safety - Sheriff	R.S.I.D. Bond Fund	Capital Improvement Fund		Refuse Disposal	METRA				
Receivables:													
Tax title sales contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 2,540	\$ 2,540	
Property taxes	290,380	154,298	36,235	313,908	0	0	353,691	0	52,030	0	5,992,078	7,192,620	
Accounts	190,243	0	1,215	508,849	0	0	786,046	0	51,946	7,921	0	1,546,220	
Delinquent assessments	0	0	0	0	17,983	0	10,877	24,913	0	0	847,729	901,502	
Deferred assessments	0	0	0	0	868,406	0	0	0	0	0	10,125	878,531	
Accrued interest	35,534	0	4,517	0	393	3,460	2,948	0	861	2,352	70,396	120,461	
Gross receivables	516,157	154,298	41,967	822,757	886,782	3,460	1,153,562	24,913	104,837	10,273	6,920,328	10,639,334	
Less allowances for uncollectible accounts	(43,600)	(24,100)	(5,400)	(77,300)	(45,800)	0	(72,498)	(3,700)	(7,900)	0	0	(280,298)	
Net total receivables	\$ 472,557	\$ 130,198	\$ 36,567	\$ 745,457	\$ 840,982	\$ 3,460	\$ 1,081,064	\$ 21,213	\$ 96,937	\$ 10,273	\$ 6,920,328	\$ 10,359,036	

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Note 5. Receivables, continued

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. At the end of the current fiscal year, the various components of *deferred revenue* were as follows:

	<u>Unavailable</u>	<u>Unearned</u>	<u>Total</u>
Delinquent property taxes receivable (governmental funds)	\$ 974,712	\$ 0	\$ 974,712
Special assessments receivable (governmental funds)	24,960	0	24,960
Special assessments not yet billed (governmental funds)	824,906	0	824,906
METRA receipts for fiscal year 2004 events (enterprise fund)	<u>0</u>	<u>143,027</u>	<u>143,027</u>
Total Deferred Revenue	<u>\$1,824,578</u>	<u>\$ 143,027</u>	<u>\$1,967,605</u>

The delinquent taxes receivable accounts represent the past five years of uncollected tax levies. The allowance for uncollectibles is estimated based on delinquent tax collection history. All net property taxes and special assessments receivables are offset by deferred revenue in the governmental fund types.

The 2002 real property taxes and the 2002 special assessments were levied and became receivables in October 2002. The semi-annual installments were due in November 2002 and May 2003. As of December 1, 2002, and June 1, 2003, uncollected real property taxes and special assessments became delinquent and all uncollected amounts as of June 30, 2003, have been reported as deferred revenue. Delinquent taxes become a lien on the property on June 1 and after 3 years the County exercises the lien and takes title to the property. Personal property taxes were levied throughout the year and became a receivable when levied. Personal property taxes are due 30 days from the levy date. Amounts not collected as of June 30, 2003, have been reported as deferred revenue. There was no significant land held for resale as of June 30, 2003.

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Note 6. Interfund Receivables, Payables and Transfers

Interfund Receivables and Payables

Due from/to Other Funds

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Permissive Medical Levy Fund	\$ 56,627
General Fund	Crime Control Fund	47,050
		<u>\$103,677</u>

Advances from/to Other Funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Capital Improvement Fund	Metra Fund	<u>\$ 210,887</u>

Interfund transfers

Transfers in

	MAJOR GOVERNMENTAL FUNDS						Other Nonmajor Governmental Funds	MAJOR ENTERPRISE FUND METRA	Internal Service Funds	Total
	General	Road	Liability & Property Insurance	Public Safety - Sheriff	R.S.I.D. Bond Fund	Capital Improvement Fund				
<u>Transfers out:</u>										
General Fund	\$0	\$0	\$0	\$0	\$0	\$390,000	\$1,038,874	\$400,000	\$0	\$1,828,874
Road Fund	0	0	0	0	0	60,000	15,000	0	0	75,000
Public Safety - Sheriff Fund	40,000	0	0	0	0	470,000	5,066	0	0	515,066
Capital Improvement Fund	0	0	0	0	0	0	15,000	0	0	15,000
Nonmajor Governmental Funds	59,934	30,920	1,874	65,075	12,566	122,961	591,905	13,360	566,138	1,464,733
Total transfers	<u>\$ 99,934</u>	<u>\$ 30,920</u>	<u>\$ 1,874</u>	<u>\$ 65,075</u>	<u>\$ 12,566</u>	<u>\$ 1,042,961</u>	<u>\$ 1,665,845</u>	<u>\$ 413,360</u>	<u>\$ 566,138</u>	<u>\$ 3,898,673</u>

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 7. Capital Assets

Capital asset activity for the primary government for the year ended June 30, 2003 was as follows:

<u>Governmental-type Activities</u>	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Capital Assets, Not Being Depreciated:				
Land	\$ 882,792	\$ 250,000	\$ 0	\$ 1,132,792
Construction in Progress	1,011,132	17,455	(1,011,132)	17,455
Total Capital Assets, Not Being Depreciated	1,893,924	267,455	(1,011,132)	1,150,247
Capital Assets, Being Depreciated:				
Buildings	23,088,066	1,261,250	(6,393)	24,342,923
Improvements Other Than Buildings	2,086,703	-	(1,166,315)	920,388
Machinery and Equipment	11,927,370	1,196,847	(1,271,645)	11,852,572
Infrastructure	0	1,666,601	0	1,666,601
Total Assets Being Depreciated	37,102,139	4,124,698	(2,444,353)	38,782,484
Less Accumulated Depreciation For:				
Buildings	10,648,813	729,945	(2,877)	11,375,881
Improvements Other Than Buildings	613,579	32,742	0	646,321
Machinery and Equipment	6,210,544	1,065,061	(937,157)	6,338,448
Infrastructure	168,971	74,138	0	243,109
Total Accumulated Depreciation	17,641,907	1,901,886	(940,034)	18,603,759
Total Capital Assets, Being Depreciated, Net	19,460,232	2,222,812	(1,504,319)	20,178,725
Governmental Activities Capital Assets, Net	\$ 21,354,156	\$ 2,490,267	\$ (2,515,451)	\$ 21,328,972

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 7. Capital Assets, continued

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<u>Business-type Activities</u>				
<u>Capital Assets, Not Being Depreciated:</u>				
Land	\$ 368,574	\$ 0	\$ 0	\$ 368,574
<u>Capital Assets, Being Depreciated:</u>				
Buildings and System	21,204,689	371,809	(77,934)	21,498,564
Improvements Other Than Buildings	2,602,381	26,385	(14,198)	2,614,568
Machinery and Equipment	1,280,466	154,090	(373,909)	1,060,647
Total Capital Assets, Being Depreciated	<u>25,087,536</u>	<u>552,284</u>	<u>(466,041)</u>	<u>25,173,779</u>
<u>Less Accumulated Depreciation For:</u>				
Buildings and System	8,489,721	603,558	(57,376)	9,035,903
Improvements Other Than Building	1,589,731	130,918	(11,367)	1,709,282
Machinery and Equipment	1,153,759	60,975	(347,483)	867,251
Total Accumulated Depreciation	<u>11,233,211</u>	<u>795,451</u>	<u>(416,226)</u>	<u>11,612,436</u>
Total Capital Assets, Being Depreciated, Net	<u>13,854,325</u>	<u>(243,167)</u>	<u>(49,815)</u>	<u>13,561,343</u>
Business-type Activities Capital Assets, Net	<u>14,222,899</u>	<u>(243,167)</u>	<u>(49,815)</u>	<u>13,929,917</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

<u>Governmental Activities</u>	
General Government	\$ 521,634
Public Safety	884,398
Public Works	379,122
Public Health	8,188
Social and Economic	21,358
Culture and Recreation	73,059
Conservation of Natural Resources	<u>14,127</u>
Total Depreciation Expense – Government Activities	1,901,886
<u>Business-type Activities</u>	
METRA	<u>795,451</u>
Total Depreciation Expense – Primary Government	<u>\$ 2,697,337</u>

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 8. Long-Term Debt

General Obligation Bonds

The County issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental-type activities. The capital assets acquired with the general obligation debt were donated to METRA, which is a business-type activity, however METRA is not responsible for servicing the debt. Debt service is the responsibility of the governmental debt service fund which levies annual tax revenues to service the debt.

General obligation bonds are direct obligations and pledge the full faith and credit of the County. General obligation bonds currently outstanding are as follows:

	<u>Interest Rate</u>	<u>Amount</u>
Governmental-type Activities -1994 METRA Expansion Bonds, nontaxable, \$445,000 principal @ 5.5% due June 1, 2004	5.5%	\$445,000
Governmental -type Activities- 2001 General Obligation Refunding Bonds (nontaxable – refunded 1994 METRA Expansion Bonds due after June1, 2004), 3.00 - 4.15% due June 1, 2014, payable in annual principal installments of \$80,000 to \$765,000, callable on or after June 1, 2008	3.00 – 4.15%	<u>6,560,000</u>
Total general obligation bond indebtedness, June 30, 2003		<u>\$ 7,005,000</u>

Annual debt service requirements to maturity for general obligation bonds are as follows:

<u>Year Ending June 30,</u>	<u>Governmental -type Activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$ 525,000	\$ 264,558	\$ 789,558
2005	555,000	237,282	792,282
2006	570,000	217,858	787,858
2007	590,000	200,757	790,757
2008	610,000	181,878	791,878
2009-2013	3,390,000	562,857	3,952,857
2014-2018	<u>765,000</u>	<u>31,748</u>	<u>796,748</u>
Total	<u>\$ 7,005,000</u>	<u>\$ 1,696,938</u>	<u>\$ 8,701,938</u>

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 8. Long-Term Debt, continued

Rural Special Improvement District Bonds

The County issued \$ 174,000 of special assessment debt in fiscal year 2003 to provide funds for the construction of streets in residential developments. These bonds will be repaid from amounts levied against the property owners benefited by this construction.

Rural special improvement district bonds are payable from special assessments levied against the properties of the respective districts. The bonds are issued with specific maturity dates, but must be called and repaid earlier, at par value plus accrued interest, if the related special assessments are collected.

The County has a secondary responsibility on the special assessment bonds issued for the various rural special improvement districts (R.S.I.D.) to the extent of availability of cash in the R.S.I.D. Revolving Fund. State law provides for and the County uses an R.S.I.D. Revolving Fund to accumulate resources for such debt service payment. Law allows for a special property tax levy as long as the balance in this fund is less than 5% of the principal amount of outstanding R.S.I.D. bonds. No tax levy for this fund was assessed for fiscal year ended June 30, 2003. The R.S.I.D. Revolving Fund has no unfunded commitment to the R.S.I.D. bond fund as of June 30, 2003. The R.S.I.D. Revolving Fund would be committed to the R.S.I.D. Bond Fund as a result of lost revenues due to unpaid assessments from properties taken by tax title. The amount of the liability can fluctuate based on future tax deed losses, collections of penalties and interest on delinquent assessments, proceeds from unsold tax deed properties and other circumstances. The R.S.I.D. Revolving Fund, which has a fund balance of \$155,598 at June 30, 2003 is treated as a debt service fund.

The outstanding rural special improvement district bonded indebtedness of the County was as follows:

<u>Rural Special Improvement District Number</u>	<u>Interest Rates</u>	<u>Date Issued</u>	<u>Final Maturity Date</u>	<u>Amount of Original Issue</u>	<u>Balance June 30, 2003</u>
632	8.38%	09/15/86	03/14/06	758,000	\$ 66,195
633	8.38%	09/15/86	03/14/06	482,500	43,272
643	5.12%	06/01/96	07/01/06	108,500	35,000
649	5.36%	06/01/96	07/01/06	435,000	40,000
653	5.395%	05/28/97	07/01/07	185,000	25,000
658	7.45%	08/19/97	07/01/05	52,437	1,000
663	7.25%	06/30/98	07/01/08	43,116	10,000
664	7.45%	10/06/98	07/01/05	22,603	3,000
665	6.80%	08/03/99	08/03/09	32,940	15,000
668	5.83%	06/15/00	06/15/15	750,000	400,000
674	5.70%	08/31/00	08/31/08	58,192	23,000
679	5.70%	09/01/01	08/01/13	82,000	62,000
682	6.00%	08/01/02	08/01/17	174,000	141,000
Various matured bonds	0%	Various	Matured	Various	<u>7,225</u>
Outstanding rural special improvement district bonds, June 30, 2003					871,692
Less called and matured bonds					<u>(7,225)</u>
Uncalled rural special improvement district bonds, June 30, 2003					<u>\$ 864,467</u>

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 8. Long-Term Debt, continued

Rural Special Improvement District Bonds, continued

Annual debt service requirements to maturity for special assessment bonds are as follows:

Debt Service Requirements

Year Ending June 30,	<u>Governmental-type Activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$ 116,540	\$ 53,249	\$ 169,789
2005	59,412	45,656	105,068
2006	78,515	41,193	119,708
2007	57,000	35,628	92,628
2008	42,000	32,452	74,452
2009-2013	254,000	128,797	382,797
2014-2016	<u>257,000</u>	<u>30,355</u>	<u>287,355</u>
Total	<u>\$ 864,467</u>	<u>\$ 367,330</u>	<u>\$1,231,797</u>

Notes Payable

Notes payable are long-term obligations which are financed through the current operating budget of the respective funds.

At June 30, 2003 the outstanding notes payable of the County were as follows:

Governmental-type activity

5.85% note payable of the General Fund, due in annual payments of \$13,503 to November 2007. \$ 57,114

Business-type activity

Variable interest (2.85% as of June 30, 2003 with an annual rate change in February) notes payable of the METRA Fund, due in semi-annual principal installments of \$29,940 to \$39,291, to August 2009. 647,856

Interest free note payable of the METRA Fund, due in annual payments of \$7,500 to August 2006 30,000

Total METRA notes payable 677,856

Total notes payable \$ 734,970

Debt Service Requirements

Year Ending June 30,	<u>Governmental-type Activities</u>			<u>Business-type Activities</u>			<u>Total</u>		
	<u>Notes Payable</u>			<u>Notes Payable</u>			<u>Notes Payable</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$ 10,162	\$ 3,341	\$ 13,503	\$ 82,927	\$ 16,457	\$ 99,384	\$ 93,089	\$ 19,798	\$ 112,887
2005	10,757	2,747	13,504	98,654	15,670	114,324	109,411	18,417	127,828
2006	11,386	2,117	13,503	102,288	13,047	115,335	113,674	15,164	128,838
2007	12,052	1,451	13,503	106,021	10,319	116,340	118,073	11,770	129,843
2008	12,757	746	13,503	102,405	7,484	109,889	115,162	8,230	123,392
2009-2011	<u>0</u>	<u>0</u>	<u>0</u>	<u>185,562</u>	<u>6,304</u>	<u>191,866</u>	<u>185,562</u>	<u>6,304</u>	<u>191,866</u>
Total	<u>\$ 57,114</u>	<u>\$ 10,402</u>	<u>\$ 67,516</u>	<u>\$ 677,856</u>	<u>\$ 69,281</u>	<u>\$ 747,137</u>	<u>\$ 734,970</u>	<u>\$ 79,683</u>	<u>\$ 814,653</u>

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 8. Long-Term Debt, continued

Changes in Long-Term Liabilities

	Year Ended June 30, 2003				Principal Due Within One Year
	Beginning Balance	Additions	Reductions	Ending Balance	
Governmental Activities:					
General Obligation Bonds	\$ 7,510,000	\$ 0	\$ 505,000	\$ 7,005,000	\$ 525,000
Special assessment debt with government committment	990,108	174,000	299,641	864,467	116,540
Notes Payable	66,715	0	9,601	57,114	10,162
Claims and Judgments	378,930	371,070	0	750,000	250,000
Compensated Absences	<u>1,480,992</u>	<u>87,633</u>	<u>0</u>	<u>1,568,625</u>	<u>384,900</u>
Governmental Activity Long-term Liabilities	<u>\$10,426,745</u>	<u>\$ 632,703</u>	<u>\$ 814,242</u>	<u>\$ 10,245,206</u>	<u>\$1,286,602</u>
Business-type Activities:					
Notes Payable	\$ 553,843	\$ 191,859	\$ 67,846	\$ 677,856	\$ 82,927
Compensated Absences	<u>149,703</u>	<u>2,817</u>	<u>0</u>	<u>152,520</u>	<u>38,000</u>
Business-type Activities Long-term Liabilities	<u>\$ 703,546</u>	<u>\$ 194,676</u>	<u>\$ 67,846</u>	<u>\$ 830,376</u>	<u>\$ 120,927</u>

Internal service funds predominantly serve the governmental funds. Accordingly, long-term liabilities for them are included as part of the above totals for governmental activities. At year end, internal service funds compensated absences of \$2,884 are included in the above amounts.

Summary of Debt Maturities

Annual debt service principal and interest payments required on outstanding debt at June 30, 2003, are as follows:

Year Ending <u>June 30,</u>	Type of Debt		
	General Obligation Bonds	Rural Special Improvement Bonds	Notes Payable*
2004	\$ 789,558	\$ 169,789	\$ 112,887
2005	792,283	105,068	127,828
2006	787,858	119,708	128,838
2007	790,757	92,628	129,843
2008	791,878	74,452	123,392
2009-2013	3,952,857	382,797	191,866
2014-2018	<u>796,748</u>	<u>287,355</u>	<u>0</u>
	<u>\$ 8,701,938</u>	<u>\$ 1,231,797</u>	<u>\$ 814,653</u>

* Debt service requirements are projected, since the interest rate on these notes changes annually. Debt service requirements for fiscal year 2004 and later are based on current interest rate of 2.85%.

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 9. Prior Period Adjustments

Subsequent to June 30, 2002, the County discovered an error in the accounts receivable of the district court fund. Accounts receivable and intergovernmental revenue were overstated by \$201,646. Total assets and fund balance were overstated by \$201,646 on the June 30, 2002 balance sheet. Total revenues and the excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses on the combining statement of revenues, expenditures, and changes in fund balance – budget and actual was overstated by \$201,646 for the fiscal year ended June 30, 2002.

Note 10. Risk Management

The County faces a considerable number of risks of loss, including a) damage to and loss of property and contents, b) employee torts, c) professional liability, i.e. errors and omissions, d) environmental damage, e) workers' compensation, i.e. employee injuries, and f) medical insurance costs of employees. A variety of methods is used manage these risks.

Liability and Property Insurance

The County is self-insured on liability and property claims. As of yearend, the County has reserved \$475,000 for outstanding liability claims. Reinsurance for liability claims is purchased from a third party risk retention group. Coverage history is as follows:

	<u>Deductible</u>	<u>Limit per occurrence</u>	<u>Annual aggregate</u>
Claims outstanding prior to October 5, 1998	\$ 250,000	\$ 1,500,000	\$ 3,000,000
October 5, 1998 to October 4, 2002	\$ 100,000	\$ 1,500,000	\$ 3,000,000
October 5, 2002 to October 4, 2003	\$ 200,000	\$ 1,500,000	\$ 3,000,000

The County also utilizes a separate premises liability policy with no deductible for the METRA buildings and grounds.

County buildings and their contents are covered by property and casualty insurance with a \$25,000 deductible. The County at June 30, 2003, had unreserved fund balance in its Property and Liability Insurance Fund totaling \$2,128,497.

Levels of insurance have not changed materially from the prior year and settlements have not exceeded insurance coverage limits during the current or each of the two previous years.

Worker's Compensation

The County has elected to participate in the Montana Association of Counties Workers' Compensation Trust (the Trust). The Trust was organized to provide workers' compensation coverage to participating counties. The County pays annual premiums to the Trust for its workers' compensation coverage and for its portion of the debt service for the bonds sold by the Trust to provide aggregate excess coverage, provide resources for previously unfunded liabilities, and establish initial insurance reserves. The County remains contingently liable for its portion of these bonds. The Trust has obtained reinsurance through commercial companies for claims in excess of \$1,000,000 per occurrence. The Trust's governing body is comprised of nine county commissioners elected at the annual county commissioners convention. The governing body has the authority to determine management and set operational policies.

Financial statements for the Trust are available from the Montana Association of Counties, located in Helena, Montana.

Employee health insurance is discussed in note 11B.

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 11. Employee Benefits

A. Compensated Absences

All full-time County employees accumulate vacation and sick leave hours for later use or for payment upon termination, death or retirement. Employees earn annual vacation leave at the rate of 15 days per year for the first 10 years of employment up to a maximum of 24 days per year after 20 years. There is no requirement that annual vacation leave be taken, but the maximum permissible accumulation is twice the current annualized rate as of December 31 of each year. At termination employees are paid for any accumulated annual vacation leave.

Employees earn sick leave at the rate of 12 days per year. There is no limit on the accumulation of sick leave. At termination employees are paid for 25% of accumulated sick leave. The liability for vested accumulated annual vacation and sick leave at June 30, 2003, is \$1,721,145. The unvested 75% of accumulated sick pay benefits, which totaled \$1,832,415 at June 30, 2003, has not been recorded as a liability.

B. Health Insurance

The County has a self-funded health care benefit plan for its employees. The County has contracted with a private insurance carrier to provide the aggregate stop loss coverage, and claims processing. The County contributes a monthly amount for each full-time employee for health and dental insurance benefits. Employees may elect to include coverage of their dependents, at the employees' expense. Revenues to the plan from the various funds and employees are recorded as health insurance premiums in the Health Insurance Fund, an internal service fund. The fund records health care costs as expenses when claims are incurred. The fund establishes claims liabilities, including incurred but not reported (IBNR) claims based on the estimated ultimate cost of settling the claims (including the effects of inflation and other societal and economic factors), using past experience adjusted for current trends and any other factors that modify past experience. Claims liabilities include only specific, incremental claim adjustment expenses. The liability recorded for the IBNR is \$300,000 and \$89,373 is recorded for health and drug claims incurred in fiscal year 2003 but paid in July 2003.

Following is a summary of the changes in the balance of claim liabilities during the last three fiscal years:

<u>Fiscal Year</u>	<u>Beginning of fiscal-year liability</u>	<u>Estimated Incurred claims</u>	<u>Claims paid, net of expected reimbursements</u>	<u>End of fiscal-year liability</u>
2000-2001	\$ 398,842	\$ 2,418,651	\$ 2,410,550	\$ 406,943
2001-2002	\$ 406,943	\$ 3,063,300	\$ 3,020,154	\$ 450,089
2002-2003	\$ 450,089	\$ 3,519,243	\$ 3,579,959	\$ 389,373

Yellowstone County's maximum exposure for the health plan period ended June 30, 2003 was limited by aggregate stop loss insurance coverage to approximately \$3.88 million. Claims paid during fiscal year 2003 that were subject to the aggregate stop loss coverage were \$3.49 million. Net income for the health insurance fund in fiscal year 2002 increased as a result of a one-time transfer of \$1 million from available reserves as a result of the closure of the poor fund's operations, which were assumed by the State of Montana. Effective in fiscal year 2003, the County elected to utilize the permissive medical levy. This levy may be utilized to fund medical inflation costs of the employer. The permissive medical levy transferred \$565,698 to the health insurance fund in fiscal year 2003.

<u>Results of operations for fiscal year ended:</u>	<u>June 30, 2003</u>	<u>June 30, 2002</u>
Health insurance premiums	\$ 3,054,458	\$ 2,772,276
Health claims	(3,519,243)	(3,063,300)
Administrative expenses	(277,650)	(266,502)
Interest revenue	22,092	71,848
Interfund transfer In	<u>565,698</u>	<u>1,000,000</u>
Net income (loss)	(154,645)	514,322
Net assets, beginning of fiscal year	959,531	445,209
Net assets, end of fiscal year	<u>\$ 804,886</u>	<u>\$ 959,531</u>

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 11. Employee Benefits, continued

B. Health Insurance, continued

In addition to providing health benefits for existing employees, the County also allows retired and COBRA (1985 Consolidated Omnibus Budget Reconciliation Act) employees, and their families, to participate in the plan at the former employees' expense. As of June 30, 2003, there are 123 former employees covered under the health plan. The County also allows participation in the plan for employees and dependents of the City/County Health Department and the Big Sky Economic Development Authority. Employees of the City/County Health Department were grandfathered at County employee rates, while the Big Sky Economic Development Authority pays County rates plus an administrative cost. The economic impact of the extension of benefits to these other participating entities and former employees cannot be separated from the County's cost to cover active employees. Premiums for employee paid coverage and retiree coverage increased 21.75% during fiscal year 2003. The funding for the employer portion of coverage increased 16.67%. There were no significant changes to health plan benefits during fiscal year 2003.

C. Life Insurance

All County employees covered by health insurance are also covered by life insurance. The County also covers permanent part-time employees that do not elect health insurance. The County pays the cost of life insurance for coverage at 75% of the prior year's salary rounded to the highest \$1000. All full-time employees are covered at a minimum of \$10,000 and a maximum of \$40,000. Matching supplemental life insurance is optionally available up to a total coverage of \$50,000 per employee. The cost is split evenly between the County and the employee for supplemental coverage. The County has contracted with a private insurance carrier to provide the life insurance coverage.

D. Deferred Compensation Plans

The County offers its employees various deferred compensation plans created in accordance with Internal Revenue Code Section 457. The plans, available to all County employees, permit them to defer a portion of their salary until future years. Participation in the plans is optional. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The County has three deferred compensation plans and each plan allows several investment options. The choice of plan and investment options is made by the employee.

Plan assets are maintained in an exclusive trust for the benefit of participants and their beneficiaries. Accordingly, plan assets are not reported in the County's financial statements.

Note 12. Pension and Retirement Fund Commitments

The Public Employees' Retirement System (PERS) is a statewide retirement plan established in 1945 and governed by Title 19, chapters 2 & 3 of the Montana Code Annotated providing retirement services to substantially all public employees. The PERS is a mandatory multiple-employer, cost-sharing plan administered by the Public Employees' Retirement Board (PERB).

The PERS offers retirement, disability and death benefits to plan members and their beneficiaries. Benefit eligibility is age 60 with at least five years of service; age 65 regardless of service; or 30 years of service regardless of age. Actuarial reduced benefits may be taken with 25 years of service or at age 50 with at least five years of service. Monthly retirement benefits for employees with less than 25 years of membership service are determined by taking 1/56 times the number of years of service times the final average salary. Monthly retirement benefits for employees with 25 years or more of membership service are determined by taking 1/50 times the number of years of service times the final average salary. A guaranteed annual benefit adjustment (GABA) of 1.5% is provided each January for benefit recipients if they have been receiving a benefit for at least 36 months. Members' rights become vested after five years of service. The authority to establish, amend and provide cost of living adjustments for the plan is assigned to the State legislature.

Yellowstone County, Montana
Notes to the Financial Statements
June 30, 2003

Note 12. Pension and Retirement Fund Commitments, continued

The State legislature has the authority to establish and amend contribution rates to the plan. Plan members are required to contribute 6.9% of compensation. Local government employers are required to contribute 6.8% of members' compensation and the State of Montana was required to contribute 0.1% of members' compensation on behalf of local government entities. One hundred percent of the required County and employee contributions were made for the current and each of the two preceding years. Required contributions were made as follows:

<u>Fiscal Year</u>	<u>County Contribution</u>	<u>Employee Contribution</u>	<u>State of Montana Contribution</u>
2000-2001	\$814,650	\$826,631	\$11,981
2001-2002	\$885,283	\$898,301	\$13,018
2002-2003	\$864,384	\$877,095	\$12,711

During fiscal year 2003, the Public Employees' Retirement Board began offering a Defined Contribution Retirement Plan (DCRP) option. Members had until June 30, 2003 or 12 months from date of employment to elect coverage in the DCRP. Members not electing the DCRP remain in the defined benefit plan.

The PERS financial information is reported in the Public Employees' Retirement Board's *Comprehensive Annual Financial Report* for the fiscal year end. It is available from the PERB at 1712 Ninth Avenue, PO Box 200131, Helena MT 59620-0131, telephone 406-444-3154.

The Sheriffs' Retirement System (SRS) which was established in 1974 and is governed by Title 19, Chapters 2 & 7 of the Montana Code Annotated provides retirement service to all Department of Justice criminal investigators hired after July 1, 1993, and to all Montana sheriffs. SRS is a mandatory multiple-employer, cost sharing benefit plan administered by the PERB.

The SRS offers retirement, disability and death benefits to plan members and their beneficiaries. Minimum years of service are 20 regardless of age for a normal retirement benefit. Actuarial reduced benefits may be taken at age 50 with at least five years of service. The service retirement benefit is calculated as follows: 2.5% times final average salary times the number of years of service. A guaranteed annual benefit adjustment (GABA) of 1.5% is provided each January for benefit recipients if they have been receiving a benefit for at least 36 months. After 5 years of service, an employee has a vested right to service retirement benefits. The authority to establish, amend and provide cost of living adjustments for the plan is assigned to the State legislature.

The State legislature has the authority to establish and amend rates to the plan. Plan members are required to contribute 9.245% of compensation. Employers are required to contribute 9.535% of members' compensation. One hundred percent of the required County and employee contributions were made for the current and each of the two preceding fiscal years. Required contributions were made as follows:

<u>Fiscal Year</u>	<u>County Contribution</u>	<u>Employee Contribution</u>
2000-2001	\$208,836	\$202,484
2001-2002	\$209,558	\$203,185
2002-2003	\$221,066	\$214,342

The SRS financial information is reported in the Public Employees' Retirement Board's *Comprehensive Annual Financial Report* for the fiscal year end. It is available from the PERB at 1712 Ninth Avenue, PO Box 200131, Helena MT 59620-0131, telephone 406-444-3154.

Note 13. Contingent Liabilities and Commitments

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Pending Litigation

There are a number of lawsuits pending. However, management estimates that the potential claims against the County from such litigation would not threaten the County's political existence or exceed the County's ability to pay. The accrued liability established in the Property and Liability Insurance Fund of \$475,000 is considered to be adequate for potential settlements and litigation costs. The County considers the other known legal actions to be of nominal financial impact.

Grants

The County has Federal and state grants for specific purposes that are subject to annual audits and other periodic reviews by grantor agencies. Such reviews could result in requests for reimbursement by grantor agencies for costs, which may be disallowed as appropriate expenses under the grant terms. The County believes disallowances, if any, will not be material.

Note 14. Conduit Debt Obligations

From time to time, the County has issued Industrial Revenue Bonds to provide financial assistance to private-sector entities for the acquisition of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying mortgage loans. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private-sector entity served by the bond issuance. Neither the County, the State, nor any political subdivision thereof is obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying general purpose financial statements.

As of June 30, 2003, there were twelve series of industrial revenue bonds issued after July 1, 1978. The aggregate principal amount outstanding for the ten series issued prior to July 1, 1997, could not be determined; however, their original issue amounts totaled \$19.5 million. The aggregate principal amount outstanding for the two series issued after July 1, 1997 was \$5.72 million at June 30, 2003. The County issued one industrial revenue bond for \$1.4 million on behalf of the Northern Rockies Cancer Center for the year ended June 30, 2003. See footnote 21 for related subsequent event.

Note 15. Related Organization

The County is responsible for appointing the members of the governing board of the Big Sky Economic Development Authority (the Organization) however, the County is not able to impose its will on the Organization. Nor is there a potential for the Organization to provide specific financial benefits to, or impose specific financial burdens on, the County. As a result, the Big Sky Economic Development Authority is considered a related organization, and not a component unit of the County.

Note 16. Effects of new legislation

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Effective July 1, 2002 the State of Montana assumed costs associated with district court judges support staff and staff of the juvenile probation department. This change resulted in 33 fulltime employees and associated budgets being transferred to the State. Expenditures for the costs of these operations were \$1.47 million of the district court budget in fiscal year 2002. Some sources of revenues from district court operations were transferred to the State in fiscal year 2003. The balance of the funding for these costs reduced the County's entitlement revenue distribution from the State by \$1.22 million for fiscal year 2003.

Note 17. Subsequent Events

On September 25, 2003 the County approved the issuance of a \$3,830,000 industrial revenue bond 5.38% interest rate on behalf of the Health Care Partnership for acquisition of the Deering Clinic and associated land (see footnote 14).

Effective October 4, 2003 the self insured retention (deductible) on liability insurance claims increased from \$200,000 to \$250,000.