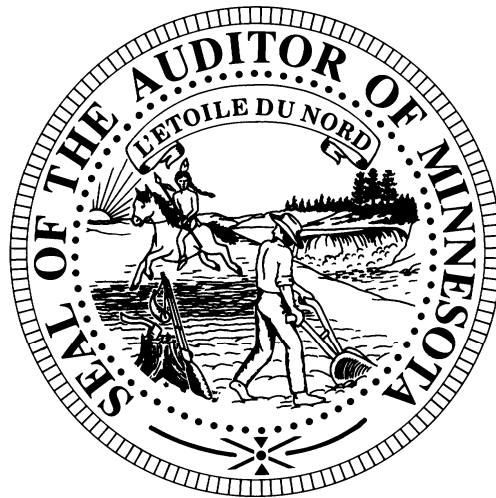


STATE OF MINNESOTA

Office of the State Auditor



Rebecca Otto
State Auditor

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

FOR THE YEAR ENDED DECEMBER 31, 2009

Description of the Office of the State Auditor

The mission of the Office of the State Auditor is to oversee local government finances for Minnesota taxpayers by helping to ensure financial integrity and accountability in local governmental financial activities.

Through financial, compliance, and special audits, the State Auditor oversees and ensures that local government funds are used for the purposes intended by law and that local governments hold themselves to the highest standards of financial accountability.

The State Auditor performs approximately 160 financial and compliance audits per year and has oversight responsibilities for over 3,300 local units of government throughout the state. The office currently maintains five divisions:

Audit Practice - conducts financial and legal compliance audits of local governments;

Government Information - collects and analyzes financial information for cities, towns, counties, and special districts;

Legal/Special Investigations - provides legal analysis and counsel to the Office and responds to outside inquiries about Minnesota local government law; as well as investigates allegations of misfeasance, malfeasance, and nonfeasance in local government;

Pension - monitors investment, financial, and actuarial reporting for approximately 730 public pension funds; and

Tax Increment Financing - promotes compliance and accountability in local governments' use of tax increment financing through financial and compliance audits.

The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

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This document can be made available in alternative formats upon request. Call 651-296-2551 [voice] or 1-800-627-3529 [relay service] for assistance; or visit the Office of the State Auditor's web site: www.auditor.state.mn.us.

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

For the Year Ended December 31, 2009



**Audit Practice Division
Office of the State Auditor
State of Minnesota**

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**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

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**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

**ORGANIZATION SCHEDULE
2009**

<u>Board Members</u>	<u>Position on Policy Board</u>	<u>Term Expires</u>
Kari Anderson	Redirection Neighborhood Representative	January 2010
Mark Hinds	Revitalization Neighborhood Representative	January 2010
Gail Dorfman	Hennepin County Board of Commissioners	Indefinite
Debbie Evans	At-Large Neighborhood Representative	January 2010
Barbara Johnson	President, Minneapolis City Council	Indefinite
Bill McCarthy	Minneapolis Central Labor Union	Indefinite
Peter McLaughlin	Hennepin County Board of Commissioners	Indefinite
Joe Mullery	Minnesota House Delegation Representative	Indefinite
Tom Nordyke	President, Minneapolis Park and Recreation Board	Indefinite
R. T. Rybak	Mayor of Minneapolis	Indefinite
Lauren Segal	Greater Twin Cities United Way	Indefinite
Mark Stenglein	Hennepin County Board of Commissioners	Indefinite
Jill Davis	Minneapolis School Board	Indefinite
Jeffrey Strand	Protection Neighborhood Representative	January 2010
<u>Alternates</u>		
Karen Clark	Minnesota House Delegation	Indefinite
Brock Hanson	At-Large Neighborhood	January 2010
Nicholas Kakos	Protection Neighborhood	January 2010
Ken Kelash	Minnesota State Senate	Indefinite
David Ellis	Greater Twin Cities United Way	Indefinite
Cara Letofsky	Mayor's Office	Indefinite
Robert Lilligren	Minneapolis City Council	Indefinite
Scott Vreeland	Minneapolis Park and Recreation Board	Indefinite
Carol Pass	Redirection Neighborhood	January 2010
<u>Director</u>		
Robert D. Miller		Indefinite

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REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

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INDEPENDENT AUDITOR'S REPORT

Board Members
Minneapolis Neighborhood Revitalization Program
Policy Board

We have audited the accompanying financial statements of the governmental activities and the General Fund of the Minneapolis Neighborhood Revitalization Program Policy Board as of and for the year ended December 31, 2009, which collectively comprise the Policy Board's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Policy Board's management. 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of the Minneapolis Neighborhood Revitalization Program Policy Board as of December 31, 2009, and the respective changes in financial position thereof and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis, listed in the table of contents, is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

/s/Rebecca Otto

REBECCA OTTO
STATE AUDITOR

November 19, 2010

/s/Greg Hierlinger

GREG HIERLINGER, CPA
DEPUTY STATE AUDITOR

MANAGEMENT'S DISCUSSION AND ANALYSIS

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**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2009
(Unaudited)**

The management of the Minneapolis Neighborhood Revitalization Program Policy Board offers readers of the Policy Board's financial statements this narrative overview and analysis of the financial activities for the fiscal year ended December 31, 2009. We encourage readers to consider the information presented here in conjunction with the Policy Board's basic financial statements that follow this section.

FINANCIAL HIGHLIGHTS

- Assets of the Policy Board exceeded its liabilities at the close of 2009 by \$570,635. Of this amount, \$566,866 (unrestricted net assets) may be used to meet the Policy Board's ongoing obligations to citizens and creditors.
- The Policy Board's total net assets increased by \$7,287 in 2009. This is attributable primarily to two factors: (1) revenue generated through Minneapolis-St. Paul Home Tour sponsorships and (2) investment earnings.
- At the close of 2009, the Policy Board's governmental fund reported an ending fund balance of \$621,326, an increase of \$2,852 from the previous year-end balance. This total amount, which represents 41 percent of total expenditures, is available for spending at the Policy Board's discretion (unreserved fund balance).

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Minneapolis Neighborhood Revitalization Program Policy Board's basic financial statements. The basic financial statements comprise three components: (1) government-wide financial statements, (2) fund level financial statements, and (3) notes to the financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Policy Board's finances in a manner similar to a private-sector business.

The Statement of Net Assets presents information on all of the Policy Board's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Policy Board is improving or deteriorating.

The Statement of Activities presents information showing how the Policy Board's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (such as uncollected grants and earned but unused vacation leave).

The government-wide financial statements show functions of the Policy Board that are principally supported by intergovernmental revenues (governmental activities).

Fund Level Financial Statements

A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. The Policy Board uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Policy Board utilizes one fund to account for all its activities, the General Fund, which is classified as a governmental fund.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on the near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

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. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Minneapolis Neighborhood Revitalization Program Policy Board adopts an annual budget for its General Fund. A budgetary comparison schedule has been provided for this fund to demonstrate compliance with its budget. The General Fund is used to account for all financial resources.

Notes to the Financial Statements

The notes provide additional information essential to a full understanding of the data provided in the government-wide and fund level financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Over time, net assets serve as a useful indicator of a government's financial position. The Minneapolis Neighborhood Revitalization Program Policy Board's assets exceeded liabilities by \$570,635 at the close of 2009. The largest portion of the Policy Board's net assets (99 percent) was unrestricted net assets, which are available to meet ongoing obligations.

Governmental Net Assets

	<u>2009</u>	<u>2008</u>
Current and other assets	\$ 1,007,899	\$ 988,567
Capital assets - net	<u>3,769</u>	<u>9,762</u>
Total Assets	<u>\$ 1,011,668</u>	<u>\$ 998,329</u>
Long-term liabilities outstanding	\$ 54,460	\$ 64,888
Other liabilities	<u>386,573</u>	<u>370,093</u>
Total Liabilities	<u>\$ 441,033</u>	<u>\$ 434,981</u>
Net Assets		
Invested in capital assets	\$ 3,769	\$ 9,762
Unrestricted	<u>566,866</u>	<u>553,586</u>
Total Net Assets	<u>\$ 570,635</u>	<u>\$ 563,348</u>

The Policy Board's net assets increased by \$7,287, or one percent, from the net asset total at the beginning of the year. Total revenues decreased by \$210,147, due primarily to a reduction in the 2009 budget and actual expenses, a corresponding decrease in funding from NRP Program Fund 01CNR, and a decrease in investment earnings. Expenses for the year (\$1,500,387) were greater than anticipated yet lower than total revenue, resulting in an increase in net assets.

Changes in Net Assets

	2009	2008
Revenues		
Intergovernmental		
Other local governments		
Minneapolis Community Planning and Economic Development Department	\$ 1,428,620	\$ 1,626,645
Gifts and contributions (Home Tour)	58,600	57,125
Investment income	15,736	33,617
Miscellaneous	4,718	434
Total Revenues	\$ 1,507,674	\$ 1,717,821
Total Expenses	1,500,387	1,632,781
Net Change in Fund Balance	\$ 7,287	\$ 85,040
Net Assets - January 1	563,348	478,308
Net Assets - December 31	\$ 570,635	\$ 563,348

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Minneapolis Neighborhood Revitalization Program Policy Board uses fund accounting to ensure and demonstrate compliance with finance-related requirements.

Governmental Funds

The focus of the Minneapolis Neighborhood Revitalization Program Policy Board's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Minneapolis Neighborhood Revitalization Program Policy Board's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the Policy Board's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Minneapolis Neighborhood Revitalization Program Policy Board's governmental funds reported an ending balance of \$621,326, an increase of \$2,852 in comparison with the prior year. The \$621,326 constitutes unreserved fund balance, which is available for spending at the Policy Board's discretion.

General Fund Budgetary Highlights

Though no revenue budgets were established for certain line items, total actual revenues were greater than the total budgeted by \$79,054, primarily due to investment earnings and Home Tour sponsorship receipts. Actual expenditures were over the final budget amount by \$76,202 due primarily to higher than anticipated expenditures for salaries, fringe benefits, and the promotion of the Home Tour.

CAPITAL ASSETS

The Minneapolis Neighborhood Revitalization Program Policy Board's capital assets on December 31, 2009, totaled \$3,769 (net of accumulated depreciation). This investment in capital assets consists solely of equipment. The Policy Board's investment in capital assets decreased \$5,993, which represents depreciation expense for the year.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Minneapolis Neighborhood Revitalization Program Policy Board's finances for all those with an interest in the Policy Board's finances. Questions concerning any of the information provided in this report should be addressed to the Minneapolis Neighborhood Revitalization Program Policy Board, Crown Roller Mill - Suite 425, 105 Fifth Avenue South, Minneapolis, Minnesota 55401.

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BASIC FINANCIAL STATEMENTS

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**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

EXHIBIT 1

**GENERAL FUND BALANCE SHEET AND
GOVERNMENTAL ACTIVITIES STATEMENT OF NET ASSETS
WITH ADJUSTMENTS TO CONVERT MODIFIED TO FULL ACCRUAL
DECEMBER 31, 2009**

	General Fund	Adjustments	Governmental Activities
<u>Assets</u>			
Cash	\$ 994,338	\$ -	\$ 994,338
Accrued interest receivable	4,509	-	4,509
Prepaid items	9,052	-	9,052
Noncurrent assets			
Capital assets			
Depreciable - net	-	3,769	3,769
Total Assets	\$ 1,007,899	\$ 3,769	\$ 1,011,668
 <u>Liabilities and Fund Balance/Net Assets</u>			
Liabilities			
Current liabilities			
Accounts payable	\$ 72,503	\$ -	\$ 72,503
Salaries payable	45,579	-	45,579
Due to other governments	268,491	-	268,491
Long-term liabilities			
Due within one year	-	33,649	33,649
Due in more than one year	-	20,811	20,811
Total Liabilities	\$ 386,573	\$ 54,460	\$ 441,033
Fund Balance			
Unreserved, undesignated	621,326	\$ (621,326)	
Net Assets			
Invested in capital assets		\$ 3,769	\$ 3,769
Unrestricted		566,866	566,866
Total Net Assets		\$ 570,635	\$ 570,635
Total Liabilities and Fund Balance/Net Assets	\$ 1,007,899	\$ 3,769	\$ 1,011,668
 Reconciliation of the General Fund Balance to Net Assets			
Fund Balance - General Fund			\$ 621,326
Capital assets are reported in the Statement of Net Assets but not in the Fund Balance Sheet.			3,769
Long-term liabilities are reported in the Statement of Net Assets but not in the Fund Balance Sheet.			(54,460)
Net Assets - Governmental Activities			\$ 570,635

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

EXHIBIT 2

**GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
AND GOVERNMENTAL ACTIVITIES STATEMENT OF ACTIVITIES
WITH ADJUSTMENTS TO CONVERT MODIFIED TO FULL ACCRUAL
FOR THE YEAR ENDED DECEMBER 31, 2009**

	General Fund	Adjustments	Governmental Activities
Revenues			
Intergovernmental	\$ 1,428,620	\$ -	\$ 1,428,620
Contributions	58,600	-	58,600
Investment earnings	15,736	-	15,736
Miscellaneous	4,718	-	4,718
Total Revenues	\$ 1,507,674	\$ -	\$ 1,507,674
Expenditures/Expenses			
Current			
Economic development			
Personal services	\$ 716,963	\$ (10,428)	\$ 706,535
Contractual services	721,529	-	721,529
Other operating costs	66,330	5,993	72,323
Total Expenditures/Expenses	\$ 1,504,822	\$ (4,435)	\$ 1,500,387
Net Change in Fund Balance/Net Assets	\$ 2,852	\$ 4,435	\$ 7,287
Fund Balance/Net Assets - January 1	618,474	(55,126)	563,348
Fund Balance/Net Assets - December 31	\$ 621,326	\$ (50,691)	\$ 570,635
 Reconciliation of the Statement of General Fund Revenues, Expenditures, and Changes in Fund Balance to the Statement of Activities of Governmental Activities			
Net Change in Fund Balance			\$ 2,852
 Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.			
Depreciation expense			(5,993)
 Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. The adjustment is the change in compensated absences payable.			
			10,428
Change in Net Assets of Governmental Activities			\$ 7,287

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

EXHIBIT 3

**STATEMENT OF GENERAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGETARY COMPARISON
FOR THE YEAR ENDED DECEMBER 31, 2009**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Intergovernmental				
Other local governments				
Minneapolis Community Planning and Economic Development Department	\$ 1,428,620	\$ 1,428,620	\$ 1,428,620	\$ -
Contributions	-	-	58,600	58,600
Investment earnings	-	-	15,736	15,736
Miscellaneous	-	-	4,718	4,718
Total Revenues	<u>\$ 1,428,620</u>	<u>\$ 1,428,620</u>	<u>\$ 1,507,674</u>	<u>\$ 79,054</u>
Expenditures				
Current				
Economic development				
Personal services	\$ 644,420	\$ 644,420	\$ 716,963	\$ (72,543)
Contractual services	718,200	718,200	721,529	(3,329)
Other operating costs	66,000	66,000	66,330	(330)
Total Expenditures	<u>\$ 1,428,620</u>	<u>\$ 1,428,620</u>	<u>\$ 1,504,822</u>	<u>\$ (76,202)</u>
Net Change in Fund Balance	\$ -	\$ -	\$ 2,852	\$ 2,852
Fund Balance - January 1	<u>618,474</u>	<u>618,474</u>	<u>618,474</u>	<u>-</u>
Fund Balance - December 31	<u><u>\$ 618,474</u></u>	<u><u>\$ 618,474</u></u>	<u><u>\$ 621,326</u></u>	<u><u>\$ 2,852</u></u>

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**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2009

1. Summary of Significant Accounting Policies

The Minneapolis Neighborhood Revitalization Program Policy Board's financial statements are prepared in accordance with generally accepted accounting principles (GAAP) as of and for the year ended December 31, 2009. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board issued through November 30, 1989, (when applicable) that do not conflict with or contradict GASB pronouncements. The more significant accounting policies established in GAAP and used by the Minneapolis Neighborhood Revitalization Program Policy Board are discussed below.

A. Organization

General

Effective January 1, 1992, the Minneapolis Neighborhood Revitalization Program Policy Board was established according to Chapter 419, Title 16, of the Minneapolis Code of Ordinances and by Resolutions of the Mayor and City Council of the City of Minneapolis, the Board of Commissioners of Hennepin County, the Board of Directors of Minneapolis Special School District No. 1, the Commissioners of the Minneapolis Park and Recreation Board, and the Trustees of the Minneapolis Library Board. Effective January 1, 2008, the Minneapolis Public Library was merged into the Hennepin County Library system, resulting in the elimination of the Minneapolis Library Board.

Board and Director

The Board consists of three groups: the "Public Officials" are the Mayor of Minneapolis, the President of the Minneapolis City Council, the Chair of Minneapolis Special School District No. 1 Board, the Chair and two other Commissioners of the Hennepin County Board, the President of the Minneapolis Park and Recreation Board, and one member each from the Minneapolis House and Senate Legislative Delegations.

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

1. Summary of Significant Accounting Policies

A. Organization

Board and Director (Continued)

The “Neighborhood Representatives” comprise four residents of the City of Minneapolis. “Community Interests” are chief executive directors or presiding officers from City-wide organizations representing business, labor, communities of color, and philanthropic and charitable interests. The Policy Board annually elects a Chair, Vice Chair, Secretary, and Assistant Secretary. The Director is appointed by the Policy Board and is responsible for the administration of the Minneapolis Neighborhood Revitalization Program Policy Board.

B. Financial Reporting Entity

For financial reporting purposes, the Minneapolis Neighborhood Revitalization Program Policy Board includes the one fund for which it is financially accountable. It is considered to be a joint venture according to the criteria for defining the reporting entity, as adopted by GASB Statement No. 14, *The Financial Reporting Entity*. The financial reporting entity includes only the administrative activities of the Policy Board. Revenues and expenditures relating directly to program activities of the Neighborhood Revitalization Program are reported in the financial statements of the individual jurisdictions (reporting entities) participating in the joint venture and in the neighborhood associations that contract with the Policy Board.

C. Basic Financial Statements

Basic financial statements include information on the Minneapolis Neighborhood Revitalization Program Policy Board’s activities as a whole and on its General Fund. These separate presentations are reported in different columns on Exhibits 1 and 2. Each of the exhibits has a column for the General Fund, an adjustments column, and a column for the governmental activities.

The governmental activities columns are reported on the full accrual, economic resources basis, which recognizes all long-term assets and liabilities. The Policy Board’s net assets are reported in two parts: invested in capital assets and unrestricted net assets. The statement of activities demonstrates the degree to which the expenses of the Policy Board are offset by revenues.

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

1. Summary of Significant Accounting Policies

C. Basic Financial Statements (Continued)

The balance sheet and the statement of revenues, expenditures, and changes in fund balance for the General Fund are presented on the modified accrual basis and report current financial resources.

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

The governmental activities are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered as available when collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues as available if collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Expenditures related to compensated absences and claims and judgments are recorded only when payment is due. The Minneapolis Neighborhood Revitalization Program Policy Board uses only one fund to account for all its financial activities--the General Fund--and it is reported as a governmental fund.

When both restricted and unrestricted resources are available for use, it is the Minneapolis Neighborhood Revitalization Program Policy Board's policy to use restricted resources first and then unrestricted resources as needed.

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

1. Summary of Significant Accounting Policies (Continued)

E. Assets, Liabilities, and Net Assets or Equity

1. Cash

Cash of the Minneapolis Neighborhood Revitalization Program Policy Board is administered by the City of Minneapolis and is pooled with other cash and cash equivalents of the City. The types of investment vehicles, their valuation, and risk are described in the notes of the City of Minneapolis Comprehensive Annual Financial Report. Interest earned on deposits of the Policy Board is credited to its General Fund. Investment earnings for 2009 were \$15,736.

In accordance with the City's charter and Minnesota statutes, deposits are maintained at depositories authorized by the City. The City's charter and Minn. Stat. ch. 118A require the City to collateralize deposits at its designated depositories. The City Finance Officer has arranged for the Federal Reserve Bank of Minneapolis to act as the City's agent in the safekeeping of securities as collateral.

2. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

3. Capital Assets

Capital assets consist of equipment with an individual cost of \$500 or more and an estimated useful life of three years or more and are reported in the government-wide financial statements. Such assets are recorded at historical cost or estimated historical cost.

4. Fund Equity

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

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

1. Summary of Significant Accounting Policies

E. Assets, Liabilities, and Net Assets or Equity (Continued)

5. Use of Estimates

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

2. Stewardship, Compliance, and Accountability

A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles. All appropriations lapse at year-end.

The budgetary process begins in early summer and ends in the month of December. The Minneapolis Neighborhood Revitalization Program Policy Board's budget draft is submitted to the Mayor and Council members for review. After completion of the review, the budget is then sent to the Policy Board for review and approval. The Policy Board's approved budget is then sent to the Minneapolis City Council for final approval.

B. Excess of Expenditures Over Final Budget

The General Fund had expenditures in excess of final budget for the year ended December 31, 2009.

	Expenditures	Final Budget	Excess
General Fund	\$ 1,504,822	\$ 1,428,620	\$ 76,202

Actual expenditures were over the final budget amount due primarily to higher than anticipated expenditures for salaries, fringe benefits, and the promotion of the Home Tour.

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

3. Detailed Notes

A. Cash

Cash of the Minneapolis Neighborhood Revitalization Program Policy Board is maintained by the City of Minneapolis. The City does not designate specific bank accounts for these deposits. Deposits with the City at December 31, 2009, were \$994,338.

B. Capital Assets

Capital asset activity for the year ended December 31, 2009, was as follows:

	<u>Beginning Balance</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending Balance</u>
Capital assets depreciated Equipment	\$ 109,692	\$ -	\$ -	\$ 109,692
Less: accumulated depreciation for equipment	<u>99,930</u>	<u>5,993</u>	<u>-</u>	<u>105,923</u>
Capital Assets, Net	<u>\$ 9,762</u>	<u>\$ (5,993)</u>	<u>\$ -</u>	<u>\$ 3,769</u>

Depreciation expense of \$5,993 was charged in 2009.

C. Compensated Absences

Vacation may be accumulated up to 30 days, and sick leave may be accumulated up to 1,040 hours. Vacation is paid out upon termination of employment, but sick leave is not.

Changes to compensated absences for the year ended December 31, 2009, were as follows:

Beginning Balance	\$ 64,888
Additions	70,901
Deductions	<u>(81,329)</u>
Ending Balance	<u>\$ 54,460</u>

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

3. Detailed Notes (Continued)

D. Operating Leases

The Minneapolis Neighborhood Revitalization Program Policy Board is committed under one lease for office space and two leases for equipment used in its operations. The lease for office space expires in 2016.

The lease for the copier expired during 2009. The Policy Board extended this lease on a month-to-month basis through January 2010. Beginning in February 2010, a new lease agreement will be in effect for the copier.

The lease for the postage machine expired at the end of 2009. The Policy Board extended this lease on a month-to-month basis through March 2010. Beginning in April 2010, a new lease agreement will be in effect for the postage machine.

Lease payments for the equipment and office space totaled \$92,341 in 2009. The future minimum lease payments for operating leases are:

2010	\$	88,956
2011		88,513
2012		86,302
2013		85,480
2014		85,273
2015 - 2016		<u>149,227</u>
Total	\$	<u>583,751</u>

4. Pension Plans

A. Plan Description

All full-time and certain part-time employees of the Minneapolis Neighborhood Revitalization Program Policy Board are covered by defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the Public Employees Retirement Fund, which is a cost-sharing, multiple-employer retirement plan. The plan is established and administered in accordance with Minn. Stat. chs. 353 and 356.

**MINNEAPOLIS NEIGHBORHOOD
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MINNEAPOLIS, MINNESOTA**

4. Pension Plans

A. Plan Description (Continued)

Public Employees Retirement Fund members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security, and Basic Plan members are not. All new members must participate in the Coordinated Plan.

PERA provides retirement benefits as well as disability benefits to members and benefits to survivors upon death of eligible members. Benefits are established by state statute and vest after three years of credited service. The defined retirement benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service.

Two methods are used to compute benefits for Coordinated and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2 percent of average salary for each of the first ten years of service and 2.7 percent for each year thereafter. For a Coordinated Plan member, the annuity accrual rate is 1.2 percent of average salary for each of the first ten years and 1.7 percent for each successive year. Using Method 2, the annuity accrual rate is 2.7 percent of average salary for Basic Plan members and 1.7 percent for Coordinated Plan members for each year of service.

For Public Employees Retirement Fund members whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Normal retirement age is 65 for members hired prior to July 1, 1989, and is the age for unreduced Social Security benefits capped at age 66 for Coordinated Plan members hired on or after July 1, 1989. A reduced retirement annuity is also available to eligible members seeking early retirement.

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not yet receiving them are bound by the provisions in effect at the time they last terminated public service.

**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

4. Pension Plans

A. Plan Description (Continued)

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the Public Employees Retirement Fund. That report may be obtained on the internet at www.mnpera.org; by writing to PERA at 60 Empire Drive, Suite 200, Saint Paul, Minnesota 55103-2088; or by calling 651-296-7460 or 1-800-652-9026.

B. Funding Policy

Pension benefits are funded from member and employer contributions and income from the investment of fund assets. Rates for employer and employee contributions are set by Minn. Stat. ch. 353. These statutes are established and amended by the State Legislature. The Minneapolis Neighborhood Revitalization Program Policy Board makes annual contributions to the pension plans equal to the amount required by state statutes. Public Employees Retirement Fund Basic Plan members and Coordinated Plan members are required to contribute 9.1 and 6.0 percent, respectively, of their annual covered salary.

The Minneapolis Neighborhood Revitalization Program Policy Board is required to contribute the following percentages of annual covered payroll in 2009:

Public Employees Retirement Fund	
Basic Plan members	11.78%
Coordinated Plan members	6.75

The Minneapolis Neighborhood Revitalization Program Policy Board's contributions for the years ending December 31, 2009, 2008, and 2007, for the Public Employees Retirement Fund were:

2009	2008	2007
\$ 37,261	\$ 36,864	\$ 39,877

These contributions are equal to the contractually required contribution rates for each year as set by state statute.

**MINNEAPOLIS NEIGHBORHOOD
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MINNEAPOLIS, MINNESOTA**

5. Other Commitments and Contingencies

The Minneapolis Neighborhood Revitalization Program Policy Board, in connection with the normal conduct of its affairs, may be involved in various claims, judgments, and litigation. It is estimated that these matters and other potential claims against the Policy Board not covered by insurance resulting from such litigation would not materially affect the financial statements of the Policy Board.

6. Risk Management

The Minneapolis Neighborhood Revitalization Program Policy Board is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. The Policy Board has purchased commercial insurance to cover injuries to employees. There were no reductions in insurance coverage from last year or settlements in excess of coverage for the past three fiscal years. The Policy Board, Director, and employees are covered for tort-related risks by the joint powers' members that created the Policy Board. The Policy Board, however, is self-insured for the remainder of risks and has not made an estimate of the liability for unpaid claims or incurred but not reported claims.

7. Other Item

At its September 26, 2008, meeting, the Minneapolis City Council passed a resolution adopting the "Framework for the Future" and establishing the Neighborhood and Community Engagement Commission and the Neighborhood and Community Relations Department within the City's governmental structure. In the adopted Framework, the Neighborhood and Community Engagement Commission may be assuming some of the responsibilities currently performed by the Policy Board after the current Joint Powers Agreement expires in January 2012. The activities and responsibilities of the Policy Board may change significantly at that time.

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**MINNEAPOLIS NEIGHBORHOOD
REVITALIZATION PROGRAM POLICY BOARD
MINNEAPOLIS, MINNESOTA**

SCHEDULE OF FINDINGS AND RECOMMENDATIONS
FOR THE YEAR ENDED DECEMBER 31, 2009

I. INTERNAL CONTROL OVER FINANCIAL REPORTING

PREVIOUSLY REPORTED ITEM RESOLVED

Financial Statement Preparation (08-1)

The Minneapolis Neighborhood Revitalization Program Policy Board is required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). It was recommended that Policy Board staff obtain the training and expertise to internally prepare its annual financial statements in accordance with GAAP.

Resolution

Policy Board staff prepared its annual financial statements in accordance with GAAP.

II. OTHER ITEM FOR CONSIDERATION

GASB Statement 54

The Governmental Accounting Standards Board (GASB) recently issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The intention of this standard is to enhance the usefulness of information included in the financial report about fund balance through clearer fund balance classifications that can be more consistently applied, as well as to clarify existing governmental fund type definitions.

Fund Balance Reporting

Statement 54 establishes new fund balance classifications based on constraints imposed on how resources can be spent. The existing components of fund balance reserved, unreserved, designated, and undesignated are being replaced by nonspendable, restricted, committed, assigned, and unassigned as defined below:

- *Nonspendable* - amounts that cannot be spent because they are either not in spendable form (for example, inventory or prepaid items) or legally or contractually required to be maintained intact (such as the corpus of a permanent fund).

- *Restricted* - amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.
- *Committed* - amounts that can be used only for specific purposes determined by a formal action of a government's highest level of decision-making authority.
- *Assigned* - amounts a government intends to use for a specific purpose that do not meet the criteria to be classified as restricted or committed.
- *Unassigned* - spendable amounts not contained in the other classifications.

Governmental Fund Type Definitions

The definitions of the general fund, special revenue fund type, capital projects fund type, debt service fund type, and permanent fund type are clarified in Statement 54. Interpretations of certain terms within the definition of the special revenue fund type have been provided and, for some governments, those interpretations may affect the activities they choose to report in those funds. The capital projects fund type definition also was clarified for better alignment with the needs of preparers and users. Definitions of other governmental fund types also have been modified for clarity and consistency.

The requirements of GASB Statement 54 are effective for the Policy Board for the year ending December 31, 2011.



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

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REPORT ON MINNESOTA LEGAL COMPLIANCE

Board Members
Minneapolis Neighborhood Revitalization Program
Policy Board

We have audited the financial statements of the governmental activities and the General Fund of the Minneapolis Neighborhood Revitalization Program Policy Board as of and for the year ended December 31, 2009, which collectively comprise the Policy Board's basic financial statements. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the provisions of the *Minnesota Legal Compliance Audit Guide for Local Government*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65. Accordingly, the audit included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The *Minnesota Legal Compliance Audit Guide for Local Government* contains six categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous provisions. Our study included all of the listed categories, except that we did not test for compliance in the areas of deposits and investments and public indebtedness. The City of Minneapolis has custody of the Minneapolis Neighborhood Revitalization Program Policy Board's deposits and is responsible for compliance. Relative to public indebtedness, the Policy Board is not authorized to issue debt.

The results of our tests indicate that, for the items tested, the Minneapolis Neighborhood Revitalization Program Policy Board complied with the material terms and conditions of applicable legal provisions.

Included in the Schedule of Findings and Recommendations is an other item for consideration. We believe this information to be of benefit to the Minneapolis Neighborhood Revitalization Program Policy Board, and it is reported for that purpose.

This communication is intended solely for the information and use of the Board Members, management, and others within the Minneapolis Neighborhood Revitalization Program Policy Board and is not intended to be, and should not be, used by anyone other than those specified parties.

/s/Rebecca Otto

REBECCA OTTO
STATE AUDITOR

November 19, 2010

/s/Greg Hierlinger

GREG HIERLINGER, CPA
DEPUTY STATE AUDITOR