

STATE OF MINNESOTA

Office of the State Auditor



Rebecca Otto
State Auditor

ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA

YEAR ENDED DECEMBER 31, 2017

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 150 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 650 public pension funds; and

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

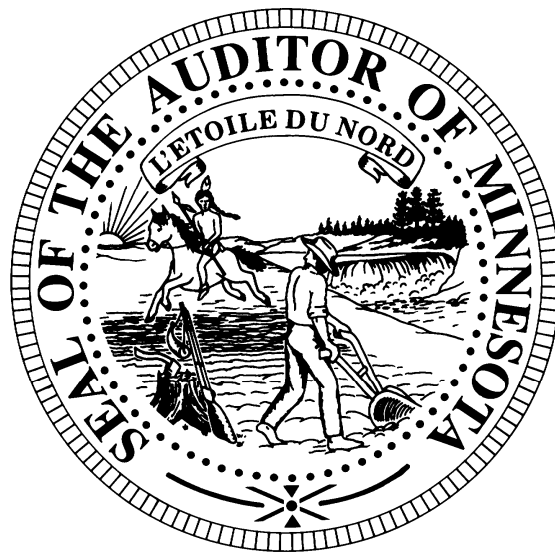
The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

Year Ended December 31, 2017



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

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

**ORGANIZATION
DECEMBER 31, 2017**

			<u>Term Expires</u>
Elected			
Commissioners			
Chair	Richard Brenner	Carlton County	January 2021
Vice Chair	Pete Stauber	St. Louis County	January 2021
Board Member	Myron Bursheim	Cook County	January 2021
Board Member	Robert Deschampe	Cook County	January 2019
Board Member	Rick Goutermont	Lake County	January 2021
Board Member	Frank Jewell	St. Louis County	January 2019
Board Member	Keith Nelson	St. Louis County	January 2019
Board Member	Wade Pavleck	Koochiching County	January 2019
Appointed			
Executive Director	Kay Arola		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 of Commissioners
Arrowhead Regional Corrections
Duluth, Minnesota

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the General Fund of Arrowhead Regional Corrections as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise Arrowhead Regional Corrections' basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to Arrowhead Regional Corrections' preparation and fair presentation of the financial

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of Arrowhead Regional Corrections as of December 31, 2017, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Arrowhead Regional Corrections' basic financial statements. The Schedule of Intergovernmental Revenue is presented for purposes of additional analysis and is not a required part of the basic financial statements. The Schedule of Intergovernmental Revenue is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to

the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

/s/Rebecca Otto

REBECCA OTTO
STATE AUDITOR

August 23, 2018

/s/Greg Hierlinger

GREG HIERLINGER, CPA
DEPUTY STATE AUDITOR

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MANAGEMENT'S DISCUSSION AND ANALYSIS

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2017
(Unaudited)**

Our Management's Discussion and Analysis (MD&A) of Arrowhead Regional Corrections' (ARC) financial performance provides an overview of the financial activities for the fiscal year ended December 31, 2017. Please read it in conjunction with the accompanying basic financial statements.

FINANCIAL HIGHLIGHTS

Total net position for Arrowhead Regional Corrections decreased \$2.3 million to \$4.5 million.

Total fund balance for the Arrowhead Regional Corrections' General Fund was \$4.7 million at the end of 2017, a decrease of \$0.3 million from 2016.

A large portion of fund balance, 24 percent, was assigned by Arrowhead Regional Corrections for the purchase and/or repair of capital equipment and improvements.

Arrowhead Regional Corrections' General Fund reported \$0.3 million expenditures in excess of revenues.

OVERVIEW OF THE FINANCIAL STATEMENTS

This MD&A is intended to serve as an introduction to Arrowhead Regional Corrections' basic financial statements. The basic financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report contains other supporting schedules in addition to the basic financial statements.

Government-wide financial statements: The Statement of Net Position and the Statement of Activities report information about Arrowhead Regional Corrections as a whole and about its activities. These statements include all assets, deferred outflows of resources, liabilities, and deferred inflows of resources using the full accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All current year revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report Arrowhead Regional Corrections' net position and changes to it. Arrowhead Regional Corrections' net position--the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources--is one way to measure Arrowhead Regional Corrections' financial health, or financial position. Over time, increases or decreases in Arrowhead Regional Corrections' net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, such as the condition of buildings and structures, to assess the overall health of Arrowhead Regional Corrections. The government-wide financial statements can be found on pages 12 and 13.

Fund financial statements: These statements provide detailed information about the General Fund. Arrowhead Regional Corrections' General Fund is considered a governmental fund.

All of Arrowhead Regional Corrections' services are reported in the General Fund, which focuses on how money flows into and out of the fund, and any balance left at year-end is available for spending. This fund is reported using the modified accrual method of accounting, which measures cash and all other financial assets that can be readily converted to cash. The General Fund statements provide a detailed short-term view of Arrowhead Regional Corrections' operations and the basic services it provides. General Fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance Arrowhead Regional Corrections' programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and the General Fund in a reconciliation following each of the fund financial statements. The basic financial statements for the General Fund can be found on pages 14 through 17.

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 financial statements. The notes can be found on pages 18 through 42.

Supporting schedules: The budgetary comparison schedule, notes to required supplementary information, and schedule of intergovernmental revenue are provided on pages 43 through 51.

Government-Wide Financial Analysis

Net position over time may be a useful indicator of a government's financial position. In the case of Arrowhead Regional Corrections, assets and deferred outflows exceeded liabilities and deferred inflows by \$4.5 million.

By far, the largest portion of Arrowhead Regional Corrections' net position is the investment in capital assets. Because Arrowhead Regional Corrections uses these capital assets to provide services to participants, they are not available for future spending.

Table 1
Net Position
(in Millions)

	Governmental Activities	
	2017	2016
Assets		
Current and other assets	\$ 5.9	\$ 6.1
Capital assets	16.8	16.0
Total Assets	\$ 22.7	\$ 22.1
Deferred pension outflows	\$ 6.2	\$ 11.1
Liabilities		
Other liabilities	\$ 1.0	\$ 0.9
Long-term liabilities outstanding	20.3	24.0
Total Liabilities	\$ 21.3	\$ 24.9
Deferred pension inflows	\$ 3.1	\$ 1.5
Net Position		
Investment in capital assets	\$ 16.8	\$ 16.0
Unrestricted	(12.3)	(9.2)
Total Net Position	\$ 4.5	\$ 6.8

The following analysis focuses on Arrowhead Regional Corrections' net position (Table 1).

Governmental Activities

In 2017, the total net position of Arrowhead Regional Corrections decreased by \$2.3 million to \$4.5 million. Arrowhead Regional Corrections continues to report positive balances in net position because total assets and deferred outflows exceed total liabilities and deferred inflows.

Current and other assets decreased by \$0.2 million in 2017 to \$5.9 million. Cash and investments decreased by \$0.3 million in 2017, while due from other governments increased by \$0.1 million.

Total liabilities decreased to \$21.3 million. Other liabilities, which consist of accounts payable, salaries payable, contracts payable, due to other governments, and unearned revenue, increased \$0.1 million. Long-term liabilities consists of net pension liability and compensated absences. Long-term liabilities decreased by \$3.7 million almost entirely due to a decrease in Arrowhead Regional Corrections' share of net pension liability.

A detailed analysis of capital assets is presented in Table 3 under the heading Capital Assets at Year-End.

Table 2
Changes in Net Position
(in Millions)

	Governmental Activities	
	2017	2016
Revenues		
Program revenues		
Capital grants and contributions	\$ -	\$ 0.1
Fees, charges, fines, and other	1.1	1.1
Operating grants and contributions	1.3	1.9
General revenues		
Community Corrections Act subsidy	5.9	5.9
Grants and contributions not restricted to specific programs	17.7	16.0
Miscellaneous and other	0.3	0.3
Total Revenues	<u>\$ 26.3</u>	<u>\$ 25.3</u>
Expenses		
Program expenses		
Administration	\$ 2.4	\$ 2.4
Court and field services	12.6	12.3
Northeast Regional Corrections Center (NERCC)	8.2	7.8
Arrowhead Juvenile Center (AJC)	5.4	5.3
Total Expenses	<u>\$ 28.6</u>	<u>\$ 27.8</u>
Increase (Decrease) in Net Position	\$ (2.3)	\$ (2.5)
Net Position, January 1	<u>6.8</u>	<u>9.3</u>
Net Position, December 31	<u><u>\$ 4.5</u></u>	<u><u>\$ 6.8</u></u>

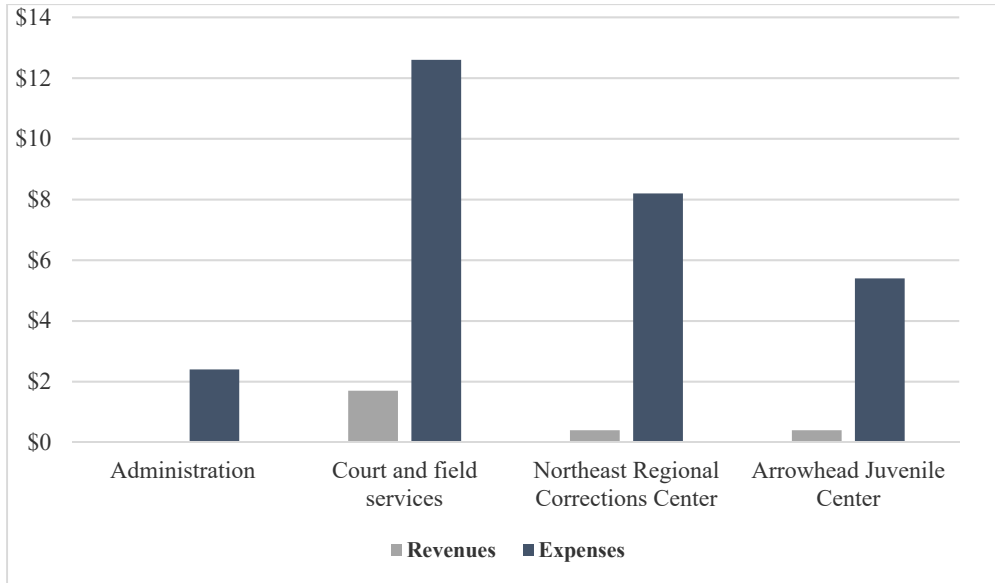
The following analysis focuses on Arrowhead Regional Corrections' changes in net position (Table 2).

Governmental Activities

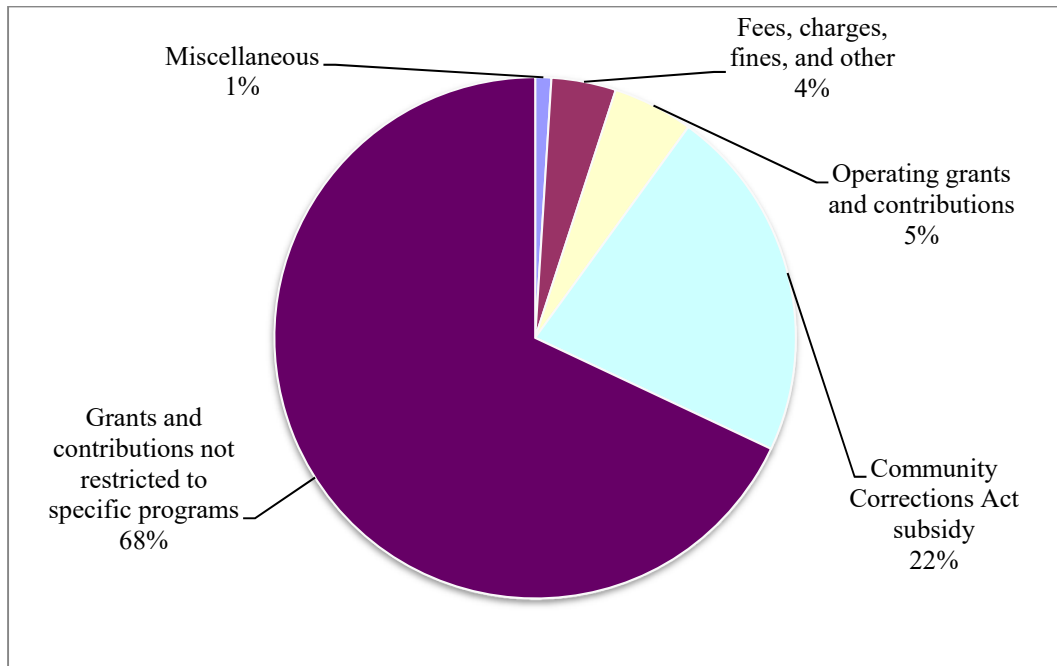
Revenues collected in 2017 by Arrowhead Regional Corrections totaled \$26.3 million, or \$1.0 million more than 2016. Member county contributions (general revenues) were \$17.7 million in 2017, \$15.9 million in 2016, \$16.4 million in 2015, \$15.3 million in 2014, \$14.8 million in 2013, \$13.7 million in 2012, \$12.0 million in 2011, and \$11.9 million in 2010.

Total expenses for 2017 were \$0.8 million more than 2016. Court and field services total expenses increased by \$0.3 million from 2016. NERCC's total expenses increased by \$0.4 million from 2016, while Arrowhead Juvenile Center's total expenses increased by only \$0.1 million.

**Program Revenues and Expenses: Governmental Activities
(Amounts in Millions)**



Revenues by Source: Governmental Activities



Financial Analysis of the General Fund

As noted earlier, Arrowhead Regional Corrections uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

General Fund. The focus of Arrowhead Regional Corrections' General Fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing Arrowhead Regional Corrections' financing requirements. In particular, unassigned fund balance may serve as a useful measure of Arrowhead Regional Corrections' net resources available for spending at the end of the fiscal year.

As of December 31, 2017, Arrowhead Regional Corrections' General Fund reported a fund balance of \$4.7 million, compared with \$5.0 million in 2016. Due to a \$0.9 million increase in capital outlay along with a \$0.9 million increase in personnel services, county shares increased by \$1.8 million from 2016.

Expenditures for personnel services accounted for approximately 72 percent of Arrowhead Regional Corrections' total expenditures in 2017. Intergovernmental revenues (monies received from member counties and federal, state, and local grants) accounted for 94 percent of Arrowhead Regional Corrections' total revenues for the year.

General Fund Budgetary Highlights

Budgets can be amended during the year by the Arrowhead Regional Corrections Board. Budget revisions are reviewed by administration and submitted to the Board for approval.

The five member counties' total contributions had an increase of \$1.8 million in 2017.

Actual expenditures ended the year \$0.8 million under final budget. Expenditure budgets for personnel (\$0.1 million), operating (\$0.5 million), and capital outlay (\$0.2 million) accounted for the unspent budget, of which \$0.6 million was due to outstanding encumbrances at year-end.

Total revenues for 2017 were \$0.1 million more than the final budget. Intergovernmental revenues came in \$0.1 million above the budget projections.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At year-end, Arrowhead Regional Corrections showed total capital assets of \$16.8 million. These amounts represent a broad range of capital assets, including land, buildings, machinery, vehicles, furniture, and equipment. Detail is presented in Table 3.

Table 3
Capital Assets at Year-End
(Net of Depreciation, in Millions)

	Governmental Activities	
	2017	2016
Construction in progress	\$ 1.4	\$ 0.1
Land	0.5	0.5
Buildings	14.1	14.7
Machinery, vehicles, furniture, and equipment	0.8	0.7
Totals	<u>\$ 16.8</u>	<u>\$ 16.0</u>

Total capital assets increased by \$0.8 million in 2017 mainly due to the Arrowhead Juvenile Center roof and exterior wall renovation. Some of the other purchases during the year included passenger vehicles, building and farm equipment, and system/structural improvements.

Additional information on Arrowhead Regional Corrections' capital assets can be found in the notes to the financial statements.

Debt Administration

At year-end, Arrowhead Regional Corrections did not have any bonded debt.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Arrowhead Regional Corrections Board set the 2018 budget at \$27.0 million, an increase of 2.5 percent from the 2017 budget. The main funding for this increased budget came from the county shares.

The average unemployment rate for the five member counties was 5.1 percent for 2017, while the average unemployment rate was 4.4 percent for the United States and 3.5 percent for the State of Minnesota.

The 2018 budget was passed on December 15, 2017, at a meeting of the Arrowhead Regional Corrections Board of Commissioners.

CONTACTING ARROWHEAD REGIONAL CORRECTIONS' FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of finances and to show Arrowhead Regional Corrections' accountability for the money it receives. If you have a question about this report or need information, contact the Arrowhead Regional Corrections Office at: 100 North 5th Avenue West, Duluth, Minnesota 55802-1202.

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BASIC FINANCIAL STATEMENTS

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT 1

**STATEMENT OF NET POSITION
GOVERNMENTAL ACTIVITIES
DECEMBER 31, 2017**

Assets

Cash and investments	\$ 5,184,407
Petty cash and change funds	4,980
Accounts receivable	71,977
Accrued interest receivable	9,995
Due from other governments	481,639
Inventories	127,719
Capital assets	
Non-depreciable	1,937,224
Depreciable - net of accumulated depreciation	14,876,789
	22,694,730
Total Assets	\$ 22,694,730

Deferred Outflows of Resources

Deferred pension outflows	\$ 6,215,164
	6,215,164

Liabilities

Accounts payable	\$ 439,341
Salaries payable	295,966
Contracts payable	65,014
Due to other governments	138,074
Unearned revenue - grants	126,278
Long-term liabilities	
Due in more than one year	4,704,574
Net pension liability	15,565,263
	21,334,510
Total Liabilities	\$ 21,334,510

Deferred Inflows of Resources

Deferred pension inflows	\$ 3,064,447
	3,064,447

Net Position

Investment in capital assets	\$ 16,814,013
Unrestricted	(12,303,076)
	4,510,937
Total Net Position	\$ 4,510,937

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT 2

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2017**

		Program Revenues			
Expenses	Fees, Charges, Fines, and Other	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue and Change in Net Position	
<u>Functions/Programs</u>					
Governmental activities					
Administration	\$ 2,438,154	\$ -	\$ -	\$ -	\$ (2,438,154)
Court and field services	12,575,530	777,709	913,094	-	(10,884,727)
Northeast Regional Corrections Center	8,198,391	145,221	228,665	11,683	(7,812,822)
Arrowhead Juvenile Center	5,429,623	237,228	115,926	-	(5,076,469)
	\$ 28,641,698	\$ 1,160,158	\$ 1,257,685	\$ 11,683	\$ (26,212,172)
 General Revenues					
Community Corrections Act subsidy				\$ 5,926,199	
Grants and contributions not restricted to specific programs				17,723,033	
Unrestricted investment income				53,086	
Miscellaneous				253,406	
				\$ 23,955,724	
					\$ (2,256,448)
					6,767,385
					\$ 4,510,937

FUND FINANCIAL STATEMENTS

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GOVERNMENTAL FUND

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT 3

**BALANCE SHEET
GENERAL FUND
DECEMBER 31, 2017**

Assets

Cash and investments	\$	5,184,407
Petty cash and change funds		4,980
Accounts receivable		71,977
Accrued interest receivable		9,995
Due from other governments		481,639
Inventories		127,719
		127,719
Total Assets	\$	5,880,717

**Liabilities, Deferred Inflows of Resources,
and Fund Balance**

Liabilities

Accounts payable	\$	439,341
Salaries payable		295,966
Contracts payable		65,014
Due to other governments		138,074
Unearned revenue - grants		126,278
		126,278
Total Liabilities	\$	1,064,673

Deferred Inflows of Resources

Unavailable revenue - grants	\$	137,854
		137,854

Fund Balance

Nonspendable

Inventories	\$	127,719
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Assigned to

Capital equipment		124,403
Capital improvements and emergency repairs		1,013,363
Health and welfare		27,045

Unassigned

		3,385,660
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Total Fund Balance	\$	4,678,190
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Total Liabilities, Deferred Inflows of Resources, and Fund Balance	\$	5,880,717
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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT 4

**RECONCILIATION OF THE GENERAL FUND BALANCE SHEET TO
THE GOVERNMENT-WIDE STATEMENT OF NET POSITION--GOVERNMENTAL ACTIVITIES
DECEMBER 31, 2017**

Fund balance - total governmental funds (Exhibit 3)	\$	4,678,190
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund.		16,814,013
Other long-term assets are not available to pay for current period expenditures and, therefore, are reported as deferred inflows of resources in the governmental fund.		137,854
Deferred outflows of resources and deferred inflows of resources are created as a result of various differences related to pensions that are not recognized in the General Fund.		
Deferred pension outflows	\$ 6,215,164	
Deferred pension inflows	<u>(3,064,447)</u>	3,150,717
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the General Fund.		
Compensated absences	\$ (4,704,574)	
Net pension liability	<u>(15,565,263)</u>	<u>(20,269,837)</u>
Net Position of Governmental Activities (Exhibit 1)	\$	<u>4,510,937</u>

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT 5

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2017**

Revenues	
Intergovernmental	\$ 24,921,363
Charges for services	1,160,158
Investment earnings	53,086
Miscellaneous	<u>253,406</u>
Total Revenues	<u>\$ 26,388,013</u>
Expenditures	
Current	
Administration	\$ 2,379,485
Court and field services	12,059,686
Northeast Regional Corrections Center	6,424,199
Arrowhead Juvenile Center	4,193,388
Capital outlay	<u>1,677,962</u>
Total Expenditures	<u>\$ 26,734,720</u>
Net Change in Fund Balance	\$ (346,707)
Fund Balance - January 1	5,046,945
Increase (decrease) in inventories	<u>(22,048)</u>
Fund Balance - December 31	<u>\$ 4,678,190</u>

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT 6

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE OF THE GENERAL FUND TO THE
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES--GOVERNMENTAL ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2017**

Net change in fund balance - total governmental funds (Exhibit 5) \$ (346,707)

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

In the funds, under the modified accrual basis, revenues not available for expenditure are deferred. In the statement of activities, those revenues are recognized when earned. The adjustment between the fund statements and the statement of activities is the increase or decrease in revenues deferred as unavailable.

Unavailable revenue - December 31	\$ 137,854	
Unavailable revenue - January 1	<u>(143,858)</u>	(6,004)

Governmental funds report capital outlay 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. Also in the statement of activities, only the gain or loss on the disposal of capital assets is reported; whereas, in the governmental funds, the proceeds from the disposal increase financial resources. Therefore, the change in net position differs from the change in fund balance by the net book value of the assets disposed.

Expenditures for general capital assets	\$ 1,677,962	
Loss on the disposal of capital assets	(6,284)	
Current year depreciation	<u>(808,074)</u>	863,604

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.

Change in compensated absences	\$ (108,118)	
Change in inventories	(22,048)	
Change in net pension obligation	3,798,302	
Change in deferred pension outflows	(4,867,701)	
Change in deferred pension inflows	<u>(1,567,776)</u>	<u>(2,767,341)</u>

Change in Net Position of Governmental Activities (Exhibit 2) \$ (2,256,448)

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

1. Summary of Significant Accounting Policies

Arrowhead Regional Corrections' financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) for the year ended December 31, 2017. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). The more significant accounting policies established in GAAP and used by Arrowhead Regional Corrections are discussed below.

A. Financial Reporting Entity

Arrowhead Regional Corrections provides correctional services to the five counties of northeastern Minnesota's Arrowhead region. Arrowhead Regional Corrections was established pursuant to the Community Corrections Act, Minn. Stat. §§ 401.01-.16, and a joint powers agreement, effective January 1, 1993, between Carlton, Cook, Koochiching, Lake, and St. Louis Counties, pursuant to Minn. Stat. § 471.59.

As required by accounting principles generally accepted in the United States of America, these financial statements present Arrowhead Regional Corrections (primary government). Arrowhead Regional Corrections is governed by an eight-member board. One member is appointed from the Board of Commissioners of each participating county, except for St. Louis County, which has three members from its Board of County Commissioners. In addition, the right to have an additional member is annually rotated among Carlton, Cook, Koochiching, and Lake Counties. Except for the rotating Board member position, all Board members serve two-year terms. The Board is organized with a chair and vice chair elected at the annual meeting in January of each year.

St. Louis County reports the financial transactions of Arrowhead Regional Corrections as an agency fund on its annual financial statements.

Jointly-Governed Organizations

Arrowhead Regional Corrections participates in jointly-governed organizations described in Note 5.F.

**ARROWHEAD REGIONAL CORRECTIONS
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1. Summary of Significant Accounting Policies (Continued)

B. Basic Financial Statements

1. Government-Wide Statements

The government-wide financial statements (the statement of net position and the statement of activities) display information about the primary government. These statements include the financial activities of Arrowhead Regional Corrections. Eliminations have been made to minimize the double counting of internal activities.

The government-wide statement of net position is reported on a full accrual, economic resource basis, which recognizes long-term assets and receivables as well as long-term debt and obligations. Arrowhead Regional Corrections' net position is reported in three parts: (1) investment in capital assets, (2) restricted net position, and (3) unrestricted net position. Arrowhead Regional Corrections first utilizes restricted resources to finance qualifying activities.

The statement of activities demonstrates the degree to which the direct expenses of each function of Arrowhead Regional Corrections' governmental activities are offset by program revenues. Direct expenses are those clearly identifiable with a specific function or activity. Program revenues include: (1) fees and charges paid by the recipients of goods, services, or privileges provided by a given function or activity; and (2) grants and contributions restricted to meeting the operational or capital requirements of a particular function or activity. Revenues not classified as program revenues are presented as general revenues. Arrowhead Regional Corrections does not allocate indirect expenses to functions within the financial statements.

2. Fund Financial Statements

The fund financial statements provide information about Arrowhead Regional Corrections' General Fund. The General Fund is Arrowhead Regional Corrections' primary operating fund. It accounts for all financial resources of the general government.

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1. Summary of Significant Accounting Policies (Continued)

C. Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the full 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 fund financial statements 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. Arrowhead Regional Corrections considers all revenues as available if collected within 60 days after the end of the current period. Interest is considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, compensated absences, and claims and judgments, which are recognized as expenditures to the extent that they have matured. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources.

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

1. Cash and Investments

Arrowhead Regional Corrections' available cash balances are invested by St. Louis County in accordance with Minnesota statutes. Additional disclosures defining cash and investments can be found in the St. Louis County Comprehensive Annual Financial Report.

2. Inventories

All inventories are valued at cost using the first in/first out method. Inventories in governmental funds are recorded as expenditures when purchased rather than when consumed. Inventories at the government-wide level are reported as expenses when consumed.

3. Receivables

No allowance for uncollectible accounts receivable has been provided because such amounts are not expected to be material. Arrowhead Regional Corrections has no accounts receivable scheduled to be collected beyond one year.

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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity
(Continued)

4. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by Arrowhead Regional Corrections as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed.

Donated capital assets are recorded at acquisition value. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Property, plant, and equipment of Arrowhead Regional Corrections are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	30
Building improvements	15
Furniture, equipment, and vehicles	3 - 12

5. Compensated Absences

The liability for compensated absences reported in the financial statements consists of unpaid, accumulated annual vacation and sick leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who are currently eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included. Compensated absences are accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

**ARROWHEAD REGIONAL CORRECTIONS
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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity
(Continued)

6. Unearned Revenue

Governmental funds and the government-wide financial statements report unearned revenue in connection with resources that have been received but not yet earned.

7. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net position.

8. Pension Plan

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to/deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA, except that PERA's fiscal year-end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Plan investments are reported at fair value.

9. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents consumption of net position that applies to a future period(s) and will not be recognized as an outflow of resources (expenditure/expense) until then. Arrowhead Regional Corrections has one item, deferred pension outflows, which qualifies for reporting in this category. These outflows arise only under the full accrual basis of accounting and consist of pension plan contributions paid subsequent to the measurement date, the

**ARROWHEAD REGIONAL CORRECTIONS
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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

9. Deferred Outflows/Inflows of Resources (Continued)

differences between projected and actual earnings on pension plan investments, changes in the proportionate share of the net pension liability, differences between expected and actual economic experience, and changes in actuarial assumptions and, accordingly, are reported only in the statement of net position.

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. Arrowhead Regional Corrections has two types of deferred inflows. The governmental fund reports unavailable revenue which arises only under the modified accrual basis of accounting that qualifies for reporting in this category and is reported only in the governmental fund balance sheet. These amounts are deferred and recognized as an inflow of resources in the period that the amounts became available. Deferred pension inflows arise only under the full accrual basis of accounting and consist of differences between expected and actual pension plan economic experience, changes in actuarial assumptions, the differences between projected and actual earnings on pension plan investments, and pension plan changes in proportionate share and, accordingly, are reported only in the statement of net position.

10. Classification of Net Position

Net position in the government-wide statement of net position is classified in the following categories:

Investment in capital assets - the amount of net position representing capital assets, net of accumulated depreciation.

Restricted net position - the amount of net position for which external restrictions have been imposed by creditors, grantors, contributors, or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

**ARROWHEAD REGIONAL CORRECTIONS
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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

10. Classification of Net Position (Continued)

Unrestricted net position - the amount of net position that does not meet the definition of restricted or investment in capital assets.

11. Classification of Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which Arrowhead Regional Corrections is bound to observe constraints imposed upon the use of the resources in the fund. The classifications are as follows:

Nonspendable - amounts that cannot be spent because they are not in spendable form, or are legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash.

Restricted - amounts for which constraints have been placed on the use of resources either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Committed - amounts that can be used only for the specific purposes imposed by formal action (resolution) of the Board of Commissioners. Those committed amounts cannot be used for any other purpose unless the Board removes or changes the specified use by taking the same type of action (resolution) it employed to previously commit these amounts.

Assigned - amounts Arrowhead Regional Corrections intends to use for specific purposes that do not meet the criteria to be classified as restricted or committed. In the General Fund, assigned amounts represent intended uses established by the Board of Commissioners or the Executive Director who has been delegated that authority by Board resolution.

Unassigned - unassigned fund balance is the residual classification for the General Fund and includes all spendable amounts not contained in the other fund balance classifications.

**ARROWHEAD REGIONAL CORRECTIONS
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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

11. Classification of Fund Balance (Continued)

Arrowhead Regional Corrections applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

12. 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, deferred outflows of resources, liabilities, and deferred inflows of resources; 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. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

Arrowhead Regional Corrections is authorized by Minn. Stat. §§ 118A.02 and 118A.04 to deposit its cash and to invest in certificates of deposit in financial institutions designated by the St. Louis County Board of Commissioners and the Arrowhead Regional Corrections Board. Minnesota statutes require that all Arrowhead Regional Corrections' deposits be covered by insurance, surety bond, or collateral. Arrowhead Regional Corrections may invest in the types of securities authorized by Minn. Stat. §§ 118A.04-.05.

**ARROWHEAD REGIONAL CORRECTIONS
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2. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments (Continued)

Arrowhead Regional Corrections deposits all its cash with its fiscal agent, St. Louis County. Additional disclosures are included in the St. Louis County Comprehensive Annual Financial Report.

Arrowhead Regional Corrections invests funds in St. Louis County's investment pool; at year-end, \$3,042,027 is invested in the pool. The fair value of the investment is the fair value per share of the underlying portfolio. Arrowhead Regional Corrections invests in this pool for the purpose of joint investment with the County in order to enhance investment earnings. There are no redemption limitations.

In addition, Arrowhead Regional Corrections invests in the MAGIC Term Series pool through St. Louis County, which is not pooled with other St. Louis County funds, for the purpose of the joint investment of Arrowhead Regional Corrections' money with those of other counties to enhance the investment earnings accruing to each member.

MAGIC is a local government investment pool which is quoted at a net asset value (NAV). Shares of MAGIC Term Series are purchased to mature upon pre-determined maturity dates selected by the County at the time of purchase. Should the County, on Arrowhead Regional Corrections' behalf, need to redeem shares in a MAGIC Term Series prematurely, they must provide notice at least seven days prior to the premature redemption date. The value of a premature redemption is equal to the original price for such share, plus dividends thereon, at the projected yield, less such share's allocation of any losses incurred by the series, less a premature redemption penalty, if any.

**ARROWHEAD REGIONAL CORRECTIONS
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2. Detailed Notes on All Funds

A. Assets (Continued)

2. Capital Assets

Capital asset activity for the year ended December 31, 2017, was as follows:

	<u>Beginning Balance</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending Balance</u>
Capital assets not depreciated				
Land	\$ 476,534	\$ -	\$ -	\$ 476,534
Construction in progress	<u>118,096</u>	<u>1,342,594</u>	<u>-</u>	<u>1,460,690</u>
Total capital assets not depreciated	<u>\$ 594,630</u>	<u>\$ 1,342,594</u>	<u>\$ -</u>	<u>\$ 1,937,224</u>
Capital assets depreciated				
Buildings	\$ 19,318,870	\$ 84,794	\$ -	\$ 19,403,664
Machinery, vehicles, furniture, and equipment	<u>1,776,988</u>	<u>250,573</u>	<u>65,225</u>	<u>1,962,336</u>
Total capital assets depreciated	<u>\$ 21,095,858</u>	<u>\$ 335,367</u>	<u>\$ 65,225</u>	<u>\$ 21,366,000</u>
Less: accumulated depreciation for				
Buildings	\$ 4,633,099	\$ 652,937	\$ -	\$ 5,286,036
Machinery, vehicles, furniture, and equipment	<u>1,106,980</u>	<u>155,137</u>	<u>58,942</u>	<u>1,203,175</u>
Total accumulated depreciation	<u>\$ 5,740,079</u>	<u>\$ 808,074</u>	<u>\$ 58,942</u>	<u>\$ 6,489,211</u>
Total capital assets depreciated, net	<u>\$ 15,355,779</u>	<u>\$ (472,707)</u>	<u>\$ 6,283</u>	<u>\$ 14,876,789</u>
Total Capital Assets, Net	<u><u>\$ 15,950,409</u></u>	<u><u>\$ 869,887</u></u>	<u><u>\$ 6,283</u></u>	<u><u>\$ 16,814,013</u></u>

Depreciation expense was charged to functions/programs of Arrowhead Regional Corrections as follows:

Administration	\$ 3,824
Court and field services	49,113
Northeast Regional Corrections Center	612,225
Arrowhead Juvenile Center	<u>142,912</u>
Total Depreciation Expense	<u><u>\$ 808,074</u></u>

**ARROWHEAD REGIONAL CORRECTIONS
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2. Detailed Notes on All Funds (Continued)

B. Liabilities

1. Operating Leases

Arrowhead Regional Corrections leases office space and office equipment under non-cancelable operating leases. Total costs for such leases were \$496,025 for the year ended December 31, 2017. The future minimum lease payments for these leases are as follows:

Year Ending December 31	Amount
2018	\$ 18,956
2019	9,729
2020	8,713
2021	2,523
Total	\$ 39,921

2. Changes in Long-Term Liabilities

Long-term liability activity for the year ended December 31, 2017, was as follows:

Governmental Activities

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Compensated absences	\$ 4,596,456	\$ 1,520,682	\$ 1,412,564	\$ 4,704,574	\$ -

3. Other Employee Benefits

Under Arrowhead Regional Corrections' personnel policies and union contracts, its employees are granted vacation and sick leave in varying amounts based upon length of service. Vacation leave accrual varies from 2.0 to 9.0 hours per biweekly pay period. Sick leave accrual is from 2.0 to 5.5 hours per biweekly pay period.

For employees who have been employed by Arrowhead Regional Corrections for at least five years and meet certain other requirements, the cash equivalent of their accrued sick leave and vacation will be placed into the employee's account with the Post-Retirement Health Care Savings Plan upon retirement.

**ARROWHEAD REGIONAL CORRECTIONS
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2. Detailed Notes on All Funds

B. Liabilities

3. Other Employee Benefits (Continued)

The vested sick leave and unvested sick leave likely to become vested (vesting sick leave) are estimated using the vesting method prescribed by GASB Statement 16. Both vested and vesting amounts are recognized in the government-wide statements as liabilities, but not in the governmental fund.

3. Pension Plans

A. Defined Benefit Pension Plans

1. Plan Description

All full-time and certain part-time employees of Arrowhead Regional Corrections are covered by defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Plan and the Local Government Correctional Service Retirement Plan (the Public Employees Correctional Plan), which are cost-sharing, multiple-employer retirement plans. These plans are established and administered in accordance with Minn. Stat. chs. 353 and 356. PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code.

The General Employees Retirement Plan (accounted for in the General Employees Fund) has multiple benefit structures with members belonging to the Coordinated Plan, the Basic Plan, or the Minneapolis Employees Retirement Fund. Coordinated Plan members are covered by Social Security and Basic Plan and Minneapolis Employees Retirement Fund members are not. The Basic Plan was closed to new members in 1967. The Minneapolis Employees Retirement Fund was closed to new members during 1978 and merged into the General Employees Retirement Plan in 2015. All new members must participate in the Coordinated Plan, for which benefits vest after five years of credited service. Arrowhead Regional Corrections did not have any employees covered under the Basic Plan or the Minneapolis Employees Retirement Fund.

**ARROWHEAD REGIONAL CORRECTIONS
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3. Pension Plans

A. Defined Benefit Pension Plans

1. Plan Description (Continued)

Local government employees of a county-administered facility who are responsible for the direct security, custody, and control of the county correctional facility and its inmates are covered by the Public Employees Correctional Plan (accounted for in the Correctional Fund). For members hired after June 30, 2010, benefits vest on a prorated basis starting with 50 percent after 5 years and increasing 10 percent for each year of service until fully vested after 10 years.

2. Benefits Provided

PERA provides retirement benefits as well as disability benefits to members and benefits to survivors upon death of eligible members. Benefit provisions are established by state statute and can be modified only by the state legislature. Benefit increases are provided to benefit recipients each January. Increases are related to the funding ratio of the plan. General Employees Retirement Plan benefit recipients receive a future annual 1.0 percent for the post-retirement benefit increase, while Public Employees Correctional Plan benefit recipients receive 2.5 percent. For the General Employees Retirement Plan, if the funding ratio reaches 90 percent for two consecutive years, the benefit increase will revert to 2.5 percent. If, after reverting to a 2.5 percent benefit increase, the funding ratio declines to less than 80 percent for one year or less than 85 percent for two consecutive years, the benefit increase will decrease to 1.0 percent.

The benefit provisions stated in the following paragraph 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 their public service.

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 General Employees Retirement Plan Coordinated Plan members. Members hired prior to July 1, 1989, receive 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 Coordinated Plan member is 1.2 percent of average salary for each of the first ten years of service

**ARROWHEAD REGIONAL CORRECTIONS
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3. Pension Plans

A. Defined Benefit Pension Plans

2. Benefits Provided (Continued)

and 1.7 percent for each remaining year. Under Method 2, the annuity accrual rate is 1.7 percent for Coordinated Plan members for each year of service. Only Method 2 is used for members hired after June 30, 1989. For Public Employees Correctional Plan members, the annuity accrual rate is 1.9 percent of average salary for each year of service.

For General Employees Retirement Plan members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90, and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at 66. For Public Employees Correctional Plan members, normal retirement age is 55, and for members who were hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90. Disability benefits are available for vested members and are based on years of service and average high-five salary.

3. Contributions

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. General Employees Retirement Plan Coordinated members were required to contribute 6.50 percent of their annual covered salary in 2017. Public Employees Correctional Plan members were required to contribute 5.83 percent of their annual covered salary in 2017.

In 2017, Arrowhead Regional Corrections was required to contribute the following percentages of annual covered salary:

General Employees Retirement Plan	
Coordinated Plan members	7.50%
Public Employees Correctional Plan	8.75

**ARROWHEAD REGIONAL CORRECTIONS
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3. Pension Plans

A. Defined Benefit Pension Plans

3. Contributions (Continued)

The employee and employer contribution rates did not change from the previous year.

Arrowhead Regional Corrections' contributions for the year ended December 31, 2017, to the pension plans were:

General Employees Retirement Plan	\$ 661,122
Public Employees Correctional Plan	395,650

The contributions are equal to the contractually required contributions as set by state statute.

4. Pension Costs

General Employees Retirement Plan

At December 31, 2017, Arrowhead Regional Corrections reported a liability of \$8,924,740 for its proportionate share of the General Employees Retirement Plan's net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. Arrowhead Regional Corrections' proportion of the net pension liability was based on Arrowhead Regional Corrections' contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2016, through June 30, 2017, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2017, Arrowhead Regional Corrections' proportion was 0.1398 percent. It was 0.1359 percent measured as of June 30, 2016. Arrowhead Regional Corrections recognized pension expense of \$1,179,829 for its proportionate share of the General Employees Retirement Plan's pension expense.

**ARROWHEAD REGIONAL CORRECTIONS
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3. Pension Plans

A. Defined Benefit Pension Plans

4. Pension Costs

General Employees Retirement Plan (Continued)

Arrowhead Regional Corrections also recognized \$3,241 as revenue, which results in a reduction of the net pension liability, for its proportionate share of the State of Minnesota's contribution to the General Employees Retirement Plan, which qualifies as a special funding situation. Legislation required the State of Minnesota to contribute \$6 million to the General Employees Retirement Plan for the fiscal year ended June 30, 2017.

Arrowhead Regional Corrections' proportionate share of the net pension liability		\$ 8,924,740
State of Minnesota's proportionate share of the net pension liability associated with Arrowhead Regional Corrections		<u>112,207</u>
Total		<u>\$ 9,036,947</u>

Arrowhead Regional Corrections reported its proportionate share of the General Employees Retirement Plan's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 294,132	\$ 562,750
Changes in actuarial assumptions	1,440,364	894,706
Difference between projected and actual investment earnings	26,763	-
Changes in proportion	237,495	285,307
Contributions paid to PERA subsequent to the measurement date	<u>334,586</u>	<u>-</u>
Total	<u>\$ 2,333,340</u>	<u>\$ 1,742,763</u>

**ARROWHEAD REGIONAL CORRECTIONS
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3. Pension Plans

A. Defined Benefit Pension Plans

4. Pension Costs

General Employees Retirement Plan (Continued)

The \$334,586 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2018. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended December 31</u>	<u>Pension Expense Amount</u>
2018	\$ 232,578
2019	503,533
2020	(101,280)
2021	(378,840)

Public Employees Correctional Plan

At December 31, 2017, Arrowhead Regional Corrections reported a liability of \$6,640,523 for its proportionate share of the Public Employees Correctional Plan's net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. Arrowhead Regional Corrections' proportion of the net pension liability was based on Arrowhead Regional Corrections' contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2016, through June 30, 2017, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2017, Arrowhead Regional Corrections' proportion was 2.33 percent. It was 2.28 percent measured as of June 30, 2016. Arrowhead Regional Corrections recognized pension expense of \$2,517,360 for its proportionate share of the Public Employees Correctional Plan's pension expense.

**ARROWHEAD REGIONAL CORRECTIONS
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3. Pension Plans

A. Defined Benefit Pension Plans

4. Pension Costs

Public Employees Correctional Plan (Continued)

Arrowhead Regional Corrections reported its proportionate share of the Public Employees Correctional Plan's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 4,343	\$ 105,242
Changes in actuarial assumptions	3,537,784	1,155,913
Difference between projected and actual investment earnings	-	59,774
Changes in proportion	141,631	755
Contributions paid to PERA subsequent to the measurement date	198,066	-
Total	\$ 3,881,824	\$ 1,321,684

The \$198,066 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2018. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31	Pension Expense Amount
2018	\$ 1,434,243
2019	1,478,795
2020	(366,112)
2021	(184,852)

**ARROWHEAD REGIONAL CORRECTIONS
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3. Pension Plans

A. Defined Benefit Pension Plans

4. Pension Costs (Continued)

Total Pension Expense

The total pension expense for all plans recognized by Arrowhead Regional Corrections for the year ended December 31, 2017, was \$3,697,189.

5. Actuarial Assumptions

The total pension liability in the June 30, 2017, actuarial valuation was determined using the individual entry-age normal actuarial cost method and the following additional actuarial assumptions:

Inflation	2.50 percent per year
Active member payroll growth	3.25 percent per year
Investment rate of return	7.50 percent

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors, and disabilitants for all plans were based on RP-2014 tables for males or females, as appropriate, with slight adjustments. For the General Employees Retirement Plan, cost of living benefit increases for retirees are assumed to be 1.0 percent through 2044 and 2064, respectively, and 2.5 percent thereafter. Cost of living benefit increases for retirees are assumed to be 2.5 percent for the Public Employees Correctional Plan.

Actuarial assumptions used in the June 30, 2017, valuation were based on the results of actuarial experience studies. The experience study for the General Employees Retirement Plan was dated June 30, 2015. The experience study for the Public Employees Correctional Plan was dated February 2012.

The long-term expected rate of return on pension plan investments is 7.5 percent. The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness of the long-term expected rate of return on a regular basis using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

3. Pension Plans

A. Defined Benefit Pension Plans

5. Actuarial Assumptions (Continued)

the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic stocks	39%	5.10%
International stocks	19	5.30
Bonds	20	0.75
Alternative assets	20	5.90
Cash	2	0.00

6. Discount Rate

The discount rate used to measure the total pension liability was 7.50 percent in 2017, which remained consistent with 2016. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rate specified in statute. Based on that assumption, the fiduciary net position of the General Employees Retirement Plan was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

In the Public Employees Correctional Plan, the fiduciary net position was projected to be available to make all projected future benefit payments of current plan members through June 30, 2061. Beginning in fiscal year ended June 30, 2062, when projected benefit payments exceed the Plan's projected fiduciary net position, benefit payments were discounted at the municipal bond rate of 3.56 percent based on an index of 20-year general obligation bonds with an average AA credit rating at the measurement date. An equivalent single discount rate of 5.96 percent for the Public Employees Correctional Plan was determined that produced approximately the same present value of projected benefits when applied to all years of projected benefits as the present value of projected benefits using 7.50 percent applied to all years of projected benefits to the point of asset depletion and 3.56 percent thereafter.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

3. Pension Plans

A. Defined Benefit Pension Plans (Continued)

7. Changes in Actuarial Assumptions

The following changes in actuarial assumptions occurred in 2017:

General Employees Retirement Plan

- The Combined Service Annuity (CSA) loads were changed from 0.8 percent for active members and 60 percent for vested and non-vested deferred members (30 percent for deferred Minneapolis Employees Retirement Fund members). The revised CSA loads are now 0.0 percent for active member liability, 15 percent for vested deferred member liability, and 3.0 percent for non-vested deferred member liability.
- The assumed post-retirement benefit increase rate was changed from 1.0 percent per year for all years to 1.0 percent per year through 2044 and 2.5 percent per year thereafter.
- Minneapolis Employees Retirement Fund plan provisions change the employer supplemental contribution to \$21,000,000 in calendar years 2017 and 2018 and returns to \$31,000,000 through calendar year 2031. The state's required contribution is \$16,000,000 in PERA's fiscal years 2018 and 2019 and returns to \$6,000,000 annually through calendar year 2031.

Public Employees Correctional Plan

- The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016 and is applied to healthy and disabled members. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the RP-2014 disabled annuitant mortality table (with future mortality improvement according to Scale MP-2016).

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

3. Pension Plans

A. Defined Benefit Pension Plans

7. Changes in Actuarial Assumptions

Public Employees Correctional Plan (Continued)

- The CSA load was 30 percent for vested and non-vested, deferred members. The CSA has been changed to 35 percent for vested members and 1.0 percent for non-vested members.
- The single discount rate was changed from 5.31 percent per annum to 5.96 percent per annum.

8. Pension Liability Sensitivity

The following presents Arrowhead Regional Corrections' proportionate share of the net pension liability calculated using the discount rate previously disclosed, as well as what Arrowhead Regional Corrections' proportionate share of the net pension liability would be if it were calculated using a discount rate 1.0 percentage point lower or 1.0 percentage point higher than the current discount rate:

	Proportionate Share of the			
	General Employees Retirement Plan		Public Employees Correctional Plan	
	Discount Rate	Net Pension Liability	Discount Rate	Net Pension Liability
1% Decrease	6.50%	\$ 13,842,934	4.96%	\$ 10,942,752
Current	7.50	8,924,740	5.96	6,640,523
1% Increase	8.50	4,898,304	6.96	3,282,574

9. Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in a separately issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the internet at www.mnpera.org; by writing to PERA at 60 Empire Drive, Suite 200, St. Paul, Minnesota 55103-2088; or by calling 651-296-7460 or 1-800-652-9026.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

4. Other Postemployment Benefits

Arrowhead Regional Corrections provides health insurance benefits for certain retired employees under a single-employer self-insured plan. Arrowhead Regional Corrections provides postemployment health care benefits in accordance with Minn. Stat. § 471.61, subd. 2b. Active employees who retire from Arrowhead Regional Corrections when eligible to receive a retirement benefit from PERA (or similar plan) and do not participate in any other health benefits program providing coverage similar to that herein described, will be eligible to continue coverage with respect to both themselves and their eligible dependent(s) under Arrowhead Regional Corrections' health benefits program. The retiree must pay 100 percent of the total premium cost. Since the premium is a blended rate determined on the entire active and retiree population, the retirees are receiving an implicit rate subsidy.

Starting in 2014, St. Louis County elected to report Arrowhead Regional Corrections' liability for other postemployment benefits in its comprehensive annual financial report (CAFR). St. Louis County believes that, ultimately, as the largest contributor to Arrowhead Regional Corrections, it would be responsible for fulfilling any obligations for postemployment benefits in the event that Arrowhead Regional Corrections was unable. Consequently, a liability for other postemployment benefits is not reported on Arrowhead Regional Corrections' financial statements.

5. Summary of Significant Contingencies and Other Items

A. Risk Management

Arrowhead Regional Corrections 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. Risk management is handled through a combination of purchased commercial insurance and participation in the St. Louis County risk pool. Arrowhead Regional Corrections did not have a loss exceeding the limits of insurance coverage for any of the past three years. There were no significant reductions in insurance from the prior year.

St. Louis County handles its risk pool through internal service funds. Additional disclosures, as required by GASB Statement No. 10, *Accounting and Reporting for Risk Financing and Related Insurance Issues*, are disclosed on an entity-wide basis in the St. Louis County CAFR.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

5. Summary of Significant Contingencies and Other Items (Continued)

B. Contingent Liabilities

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of the expenditures that may be disallowed by the grantor cannot be determined at this time, although Arrowhead Regional Corrections expects such amounts, if any, to be immaterial.

C. Claims and Litigation

Arrowhead Regional Corrections, in connection with the normal conduct of its affairs, is involved in various claims, judgments, and litigation. The St. Louis County Attorney estimates that the potential claims against Arrowhead Regional Corrections that would not be covered by insurance will not have a material adverse effect on the financial condition of Arrowhead Regional Corrections.

D. Participation

The budget of Arrowhead Regional Corrections is financed through state grants and contributions from the participating counties. County contributions are shared in the following proportion:

	<u>Percent (%)</u>
Carlton County	10.31
Cook County	1.84
Koochiching County	2.73
Lake County	2.86
St. Louis County	<u>82.26</u>
Total	<u><u>100.00</u></u>

Member contributions towards operations for the current year totaled \$17,669,213, or 71 percent, of the total intergovernmental revenue received.

Of the various state grants available to Arrowhead Regional Corrections, the most significant is the grant authorized under the Community Corrections Act. Grant proceeds for 2017 totaled \$5,926,199, or 24 percent, of total intergovernmental revenue.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

5. Summary of Significant Contingencies and Other Items (Continued)

E. Trust Fund

Not shown on Arrowhead Regional Corrections' balance sheet as of December 31, 2017, are funds held in trust for residents or for their benefit. The account balance at December 31, 2017, is as follows:

Northeast Regional Corrections Center Residents' Trust Fund	<u>\$ 24,653</u>
---	------------------

F. Jointly-Governed Organizations

Arrowhead Regional Corrections, in conjunction with other governmental entities and various private organizations, formed the jointly-governed organizations listed below:

- Duluth Family Service Collaborative,
- Koochiching County Family Services Collaborative,
- North St. Louis County Family Services Collaborative,
- North Shore Collaborative,
- Northern St. Louis County Drug Court,
- St. Louis County Drug Court, and
- Carlton County Drug Court.

The Collaboratives were established to create opportunities to enhance family strengths and support through service coordination and access to informal communication. Arrowhead Regional Corrections has no operational or financial control over the Collaboratives. During the year, Arrowhead Regional Corrections had expenditures of \$500 related to the North Shore Collaborative.

Drug Courts are collaborations between the courts, probation, law enforcement, treatment providers, and community partners that work to reduce recidivism of offenders who are chemically dependent. In lieu of incarceration, specialty courts use a treatment-based approach coupled with intensive supervision and judicial oversight to help chemically-dependent offenders maintain sobriety. The offenders enter the specialty courts for at least a year, during which time they are expected to complete treatment and remain accountable to probation through providing random urinalysis tests and complying with random home visits. Arrowhead Regional Corrections provides probation services for the Drug Courts.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

5. Summary of Significant Contingencies and Other Items

F. Jointly-Governed Organizations (Continued)

Sentencing to Service

Arrowhead Regional Corrections, in conjunction with other local governments, participates in the State of Minnesota's Sentencing to Service (STS) program. STS is a project of the State Department of Administration's Strive Toward Excellence in Performance (STEP) program. STEP's goal is a statewide effort to make positive improvements in public services. It gives the courts an alternative to jail or fines for the nonviolent offenders who can work on a variety of community or state projects. Private funding, funds from various foundations and initiative funds, as well as the Minnesota Departments of Corrections and Natural Resources, provide the funds needed to operate the STS program. Although Arrowhead Regional Corrections has no operational or financial control over the STS program, Arrowhead Regional Corrections budgets for a percentage of this program. STS crews supervised by Department of Corrections' staff provide community work services at work sites in both Carlton and St. Louis Counties.

REQUIRED SUPPLEMENTARY INFORMATION

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT A-1

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Intergovernmental	\$ 26,594,765	\$ 24,836,520	\$ 24,921,363	\$ 84,843
Charges for services	1,204,645	1,238,222	1,160,158	(78,064)
Investment earnings	21,000	21,000	53,086	32,086
Miscellaneous	235,500	235,500	253,406	17,906
Total Revenues	\$ 28,055,910	\$ 26,331,242	\$ 26,388,013	\$ 56,771
Expenditures				
Current				
Administration				
Administrative support services	\$ 1,831,757	\$ 1,928,411	\$ 1,765,220	\$ 163,191
Research and evaluation	264,213	264,828	250,484	14,344
Staff development	153,650	155,099	128,388	26,711
Arrowhead Council of Churches	27,000	27,000	27,000	-
Women offenders program	210,800	210,800	208,393	2,407
Total administration	\$ 2,487,420	\$ 2,586,138	\$ 2,379,485	\$ 206,653
Court and field services				
Probation	\$ 11,195,850	\$ 10,655,814	\$ 10,540,591	\$ 115,223
St. Louis County data processing charges	342,255	342,255	342,255	-
Intensive supervision program	640,969	496,365	496,365	-
Short-term consequences	227,501	228,311	226,900	1,411
Sentencing to service	181,000	249,710	249,710	-
Correctional fees	173,790	227,529	203,865	23,664
Total court and field services	\$ 12,761,365	\$ 12,199,984	\$ 12,059,686	\$ 140,298
Northeast Regional Corrections Center				
Administration	\$ 6,377,175	\$ 6,122,545	\$ 5,961,544	\$ 161,001
Special education	240,992	262,860	243,560	19,300
Basic education	160,591	161,432	167,474	(6,042)
Vocational education	68,154	68,574	51,621	16,953
Total Northeast Regional Corrections Center	\$ 6,846,912	\$ 6,615,411	\$ 6,424,199	\$ 191,212
Arrowhead Juvenile Center				
Administration	\$ 4,259,281	\$ 4,228,263	\$ 4,193,388	\$ 34,875

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

**EXHIBIT A-1
(Continued)**

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Expenditures (Continued)				
Capital outlay				
Court and field services	\$ 70,001	\$ 68,375	\$ 62,890	\$ 5,485
Northeast Regional Corrections Center	1,385,190	278,947	262,160	16,787
Arrowhead Juvenile Center	800,475	1,576,297	1,352,912	223,385
Total capital outlay	\$ 2,255,666	\$ 1,923,619	\$ 1,677,962	\$ 245,657
Total Expenditures	\$ 28,610,644	\$ 27,553,415	\$ 26,734,720	\$ 818,695
Net Change in Fund Balance	\$ (554,734)	\$ (1,222,173)	\$ (346,707)	\$ 875,466
Fund Balance - January 1	5,046,945	5,046,945	5,046,945	-
Increase (decrease) in inventories	-	-	(22,048)	(22,048)
Fund Balance - December 31	\$ 4,492,211	\$ 3,824,772	\$ 4,678,190	\$ 853,418

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT A-2

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
PERA GENERAL EMPLOYEES RETIREMENT PLAN
DECEMBER 31, 2017**

Measurement Date	Employer's Proportion of the Net Pension Liability (Asset)	Employer's Proportionate Share of the Net Pension Liability (Asset) (a)	State's Proportionate Share of the Net Pension Liability Associated with Arrowhead Regional Corrections (b)	Employer's Proportionate Share of the Net Pension Liability and the State's Related Share of the Net Pension Liability (Asset) (a + b)	Covered Payroll (c)	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll (a/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2017	0.1398%	\$ 8,924,740	\$ 112,207	\$ 9,036,947	\$ 9,005,067	99.11%	75.90%
2016	0.1359	11,034,406	144,140	11,178,546	8,463,387	130.38	68.91
2015	0.1412	7,317,717	N/A	7,317,717	8,298,257	88.18	78.19

This schedule is intended to show information for ten years. Additional years will be displayed as they become available.
The measurement date for each year is June 30.
N/A - Not Applicable

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT A-3

**SCHEDULE OF CONTRIBUTIONS
PERA GENERAL EMPLOYEES RETIREMENT PLAN
DECEMBER 31, 2017**

Year Ending	Statutorily Required Contributions (a)	Actual Contributions in Relation to Statutorily Required Contributions (b)	Contribution (Deficiency) Excess (b - a)	Covered Payroll (c)	Actual Contributions as a Percentage of Covered Payroll (b/c)
2017	\$ 661,122	\$ 661,122	\$ -	\$ 8,814,960	7.50%
2016	639,937	639,937	-	8,532,493	7.50
2015	656,183	656,183	-	8,749,107	7.50

This schedule is intended to show information for ten years. Additional years will be displayed as they become available. Arrowhead Regional Corrections' year-end is December 31.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT A-4

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
PERA PUBLIC EMPLOYEES CORRECTIONAL PLAN
DECEMBER 31, 2017**

Measurement Date	Employer's Proportion of the Net Pension Liability (Asset)	Employer's Proportionate Share of the Net Pension Liability (Asset) (a)	Covered Payroll (b)	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll (a/b)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2017	2.33%	\$ 6,640,523	\$ 4,651,543	142.76%	67.89%
2016	2.28	8,329,159	4,247,280	196.11	58.16
2015	2.22	343,212	3,986,802	8.61	96.95

This schedule is intended to show information for ten years. Additional years will be displayed as they become available. The measurement date for each year is June 30.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT A-5

**SCHEDULE OF CONTRIBUTIONS
PERA PUBLIC EMPLOYEES CORRECTIONAL PLAN
DECEMBER 31, 2017**

Year Ending	Statutorily Required Contributions (a)	Actual Contributions in Relation to Statutorily Required Contributions (b)	Contribution (Deficiency) Excess (b - a)	Covered Payroll (c)	Actual Contributions as a Percentage of Covered Payroll (b/c)
2017	\$ 395,650	\$ 395,650	\$ -	\$ 4,521,714	8.75%
2016	385,572	385,572	-	4,406,537	8.75
2015	377,145	377,145	-	4,310,229	8.75

This schedule is intended to show information for ten years. Additional years will be displayed as they become available. Arrowhead Regional Corrections' year-end is December 31.

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2017

1. Budgetary Data

The Board of Commissioners of Arrowhead Regional Corrections adopts annual revenue and expenditure budgets for the General Fund on a basis consistent with generally accepted accounting principles. The budget is subject to approval by member counties and the State of Minnesota.

On or before mid-June of each year, all divisions submit requests for appropriations to the Executive Director so that a budget can be prepared. Before September 15, the proposed budget is presented to the Board for review and approval.

The appropriated budget is prepared by each division of Arrowhead Regional Corrections. Department heads may make transfers of appropriations within a department. Transfers of appropriations between departments require Board approval. The legal level of budgetary control (the level at which expenditures may not legally exceed the budget) is at the divisional level.

Encumbrance accounting, under which commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General Fund. Encumbrances (purchase orders and contracts) outstanding at year-end are reported as assignments of fund balances and provide authority for the carryover of appropriations to the subsequent year in order to complete these transactions.

There were funds of \$615,284 encumbered at the end of December 31, 2017. Of that amount, \$212,622 was encumbered for capital improvements at the Arrowhead Juvenile Center, \$62,457 was encumbered for ancillary services of the Ignition Interlock Device Program, \$75,000 was encumbered for clinical preventive services, and \$97,894 was encumbered for Community Coach Services.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

2. Defined Benefit Pension Plans - Changes in Significant Plan Provisions, Actuarial Methods, and Assumptions

The following changes were reflected in the valuation performed on behalf of the Public Employees Retirement Association for the year ended June 30, 2017:

General Employees Retirement Plan

2017

- The Combined Service Annuity (CSA) loads were changed from 0.8 percent for active members and 60 percent for vested and non-vested deferred members (30 percent for deferred Minneapolis Employees Retirement Fund members). The revised CSA loads are now 0.0 percent for active member liability, 15 percent for vested deferred member liability, and 3.0 percent for non-vested deferred member liability.
- The assumed post-retirement benefit increase rate was changed from 1.0 percent per year for all years to 1.0 percent per year through 2044 and 2.5 percent per year thereafter.
- Minneapolis Employees Retirement Fund plan provisions change the employer supplemental contribution to \$21,000,000 in calendar years 2017 and 2018 and returns to \$31,000,000 through calendar year 2031. The state's required contribution is \$16,000,000 in PERA's fiscal years 2018 and 2019 and returns to \$6,000,000 annually through calendar year 2031.

2016

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2035 and 2.50 percent per year thereafter, to 1.00 percent for all future years.
- The assumed investment rate was changed from 7.90 percent to 7.50 percent. The single discount rate was also changed from 7.90 percent to 7.50 percent.
- Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed payroll growth and inflation were decreased by 0.25 percent. Payroll growth was reduced from 3.50 percent to 3.25 percent. Inflation was reduced from 2.75 percent to 2.50 percent.

**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

2. Defined Benefit Pension Plans - Changes in Significant Plan Provisions, Actuarial Methods, and Assumptions (Continued)

Public Employees Correctional Plan

2017

- The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016 and is applied to healthy and disabled members. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the RP-2014 disabled annuitant mortality table (with future mortality improvement according to Scale MP-2016).
- The CSA load was 30 percent for vested and non-vested, deferred members. The CSA has been changed to 35 percent for vested members and 1.0 percent for non-vested members.
- The single discount rate was changed from 5.31 percent per annum to 5.96 percent per annum.

2016

- The assumed investment rate was changed from 7.90 percent to 7.50 percent. The single discount rate was changed from 7.90 percent to 5.31 percent.
- The assumed payroll growth and inflation were decreased by 0.25 percent. Payroll growth was reduced from 3.50 percent to 3.25 percent. Inflation was reduced from 2.75 percent to 2.50 percent.

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SUPPLEMENTARY INFORMATION

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**ARROWHEAD REGIONAL CORRECTIONS
DULUTH, MINNESOTA**

EXHIBIT B-1

**SCHEDULE OF INTERGOVERNMENTAL REVENUE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Shared Revenue	
State	
PERA rate reimbursement	<u>\$ 49,779</u>
Membership Contributions	
Shared operations	
Carlton County	\$ 1,822,476
Cook County	324,153
Koochiching County	482,601
Lake County	504,832
St. Louis County	<u>14,659,570</u>
Total shared operations	<u>\$ 17,793,632</u>
Grants	
State	
Minnesota Department of Corrections	\$ 6,653,407
Education	141,566
Public Safety	<u>15,305</u>
Total state grants	<u>\$ 6,810,278</u>
Federal	
Department of Agriculture	\$ 54,911
Justice	67,651
Transportation	118,730
Education	<u>10,509</u>
Total federal grants	<u>\$ 251,801</u>
Other	
Local	<u>\$ 15,873</u>
Total state, federal, and other grants	<u>\$ 7,077,952</u>
Total Intergovernmental Revenue	<u><u>\$ 24,921,363</u></u>

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REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

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INDEPENDENT AUDITOR'S REPORT ON MINNESOTA LEGAL COMPLIANCE

Board of Commissioners
Arrowhead Regional Corrections
Duluth, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the accompanying financial statements of the governmental activities and the General Fund of Arrowhead Regional Corrections as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise Arrowhead Regional Corrections' basic financial statements, and have issued our report thereon dated August 23, 2018.

The *Minnesota Legal Compliance Audit Guide for Counties*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories, except that we did not test for compliance with the provisions for tax increment financing because Arrowhead Regional Corrections does not administer any tax increment financing districts. In addition, we did not test for compliance with the provisions for public indebtedness because Arrowhead Regional Corrections has no debt.

In connection with our audit, nothing came to our attention that caused us to believe that Arrowhead Regional Corrections failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Counties*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding Arrowhead Regional Corrections' noncompliance with the above referenced provisions.

This report is intended solely for the information and use of the Board of Commissioners and management of Arrowhead Regional Corrections and the State Auditor, 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

/s/Greg Hierlinger

GREG HIERLINGER, CPA
DEPUTY STATE AUDITOR

August 23, 2018