Michigan Deptartment of Treasury
496 (2-04)

Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.

Local Government Type	Local Government Name	County
☐ City ☐ Township ☐ Village ☑ Other	**Holland Area Center Joint Building Authority**	**Ottawa**

Audit Date	Opinion Date	Date Accountant Report Submitted to State:
6/30/04	**7/14/04**	**7/23/04**

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

RECEIVED
DEPT. OF TREASURY
JUL 27 2004
7/23
LOCAL AUDIT & FINANCE DIV.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.

2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

☐ Yes ☑ No 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.

☐ Yes ☑ No 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).

☐ Yes ☑ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).

☐ Yes ☑ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.

☐ Yes ☑ No 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).

☐ Yes ☑ No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.

☐ Yes ☑ No 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).

☐ Yes ☑ No 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).

☐ Yes ☑ No 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.			✓
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name)			
Kiekover, Scholma & Shumaker, PC			
Street Address	City	State	ZIP
205 East Main Street	**Zeeland**	**MI**	**49464**
Accountant Signature		Date	
Kiekover, Scholma & Shumaker, PC		**7/23/04**	

Holland Area Center Joint Building Authority
Holland, Michigan
ANNUAL FINANCIAL REPORT
Year Ended June 30, 2004

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Kiekover, Scholma & Shumaker, PC

Certified Public Accountants and Consultants

Calvin Scholma
Richard Shumaker
Kenneth Scholma
Michael Brandsen
Emil Sabolish, Jr.
David Nienhuis
Harris Kiekover

INDEPENDENT AUDITOR'S REPORT

July 14, 2004

To The Commission
Holland Area Center Joint Building Authority
Holland, Michigan

We have audited the accompanying financial statements of the governmental activities and major fund of Holland Area Center Joint Building Authority as of and for the year ended June 30, 2004, which collectively comprise the authority's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Holland Area Center Joint Building Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of Holland Area Center Joint Building Authority, as of June 30, 2004 and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 3A, the authority has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as of July 1, 2003.

The management's discussion and analysis on pages II through IV, is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Kiekover, Scholma & Shumaker, PC

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Holland Area Center Joint Building Authority
Holland, Michigan

Management's Discussion and Analysis

As management of Holland Area Center Joint Building Authority, we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the Authority for the fiscal year ended June 30, 2004. We encourage readers to consider the information presented here in conjunction with the Authority's financial statements that follow this section.

The Holland Area Center Joint Building Authority is a Michigan municipal corporation created in 1995 under the provision of Act 31, Public Acts of Michigan, 1948, as amended. The authority's governing commission consists of nine members, three members appointed by the legislative body of each incorporating unit. The incorporating units are the City of Holland, Holland Charter Township, and Park Township.

The authority is incorporated for the purpose of acquiring or constructing a multi-purpose arena, a performing arts center, and/or an ice rink for public use of the incorporating units.

Near the end of fiscal year 1999, the Commission of the Holland Area Center Joint Building Authority retained several professional consultants to develop project design, promotion, construction management, and financing plans for the proposed area center. In May 1999, the legislative bodies of the three incorporating units of government each approved a resolution agreeing to place a proposition before the electors of each unit of government at a November 2, 1999 election.

In the fiscal year ended June 30, 2000, project plans were completed and information about the proposed project was provided to electors of the three units of government. The November 2, 1999 election proposition requested approval of a bonding and operating millage for an Area Center Project: (1) which will be located at the waterfront site in the City of Holland (north of Sixth Street and west of Central Avenue), (2) consists of a multipurpose area facility and outdoor wintertime skating facility together with appropriate appurtenant facilities, and (3) has a bond issue amount for construction of not to exceed $20,000,000.00.

The bonding and operating millage propositions were approved by the electors of the City of Holland and Park Township but were rejected by the electors of Holland Charter Township. Both measures needed a majority vote in all three governmental units for the project to proceed.

Since the November 2, 1999 election the Authority has been inactive. Authority Commissioners and officials from the three incorporating units of government do not contemplate submitting alternative project plans for voter consideration in the near future.

Financial Highlights

- The Authority's net assets were $56 at June 30, 2004. Its change in net assets was $0 for the year ended June 30, 2004.
- As of the close of the current fiscal year, the Authority's capital projects governmental fund reported an ending fund balance of $56.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to Holland Area Center Joint Building Authority's basic financial statements. The Authority's basic financial statements are comprised of two components: the financial statements and notes to the financial statements.

Financial statements. The financial statements are presented in a columnar format. The Authority maintains only one fund, a governmental fund (capital projects fund) that is presented in the first column (*governmental funds* financial statements) and is prepared on the modified accrual basis of accounting. These fund financial statements present a short-term view and tell how resources were spent during the year as well as what remains for future spending. Such financial information may be helpful in evaluating the Authority's near-term financing requirements.

spending. Such financial information may be helpful in evaluating the Authority's near-term financing requirements.

The second column in the financial statements presents the adjustments necessary to reconcile the *governmental funds* financial statements to the *governmental activities* financial statements (*Statement of Net Assets* and *Statement of Activities*) presented in the third column.

These *governmental activities* financial statements are designed to provide the readers with a broad view of the Authority's finances, in a manner similar to a private-sector business and, therefore, are prepared using the accrual basis of accounting. These statements provide a longer-term view of the Authority's finances and whether the full cost of government services have been funded. The two governmental activities statements are as follows:

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

- The *statement of activities* presents information showing how the Authority's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that result in cash flows in different fiscal periods.

The basic *governmental fund* financial statements and *governmental activities* financial statements can be found on pages 1-2 of this report.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the governmental fund and governmental activities financial statements. The notes to the financial statements can be found on pages 3-4 of this report.

Financial Analysis of the Authority as a Whole

The following table shows, in a condensed format, the net assets of Holland Area Center Joint Building Authority as of June 30, 2004 and 2003.

TABLE 1 - Holland Area Center Joint Building Authority's Net Assets

	2004	2003
Total Assets, consisting of cash	$ 56	$ 56
Net Assets, unrestricted	$ 56	$ 56

The following analysis highlights the changes in net assets for the years ended June 30, 2004 and 2003:

TABLE 2 - Changes in Holland Area Center Joint Building Authority's Net Assets

	2004	2003
General Revenues		
Private source contributions	$ -	$ -
Interest	-	-
Total Revenues	-	-
Expenses		
Materials and supplies	-	-
Professional and contractual services	-	-
Total Expenses	-	-
Change in Net Assets	$ -	$ -

Financial Analysis of the Authority's Capital Projects Fund

Total revenue sources for fiscal year 2004 were $0. Expenditures for fiscal year 2004 totaled $0.

The June 30, 2004 fund balance of the Capital Projects Fund is $56.

Next Year's Budget

The Authority has no plans to become active in fiscal year 2004-05 and had adopted no budget.

Contacting the Authority's Management

This financial report is intended to provide our citizens, taxpayers, customers and investors with a general overview of the Authority's finances and to show the Authority's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Authority's chairperson.

Basic
Financial Statements

Holland Area Center Joint Building Authority
Holland, Michigan
GOVERNMENTAL FUNDS BALANCE SHEET/STATEMENT OF NET ASSETS
June 30, 2004

	Capital Projects Fund	Adjustments	Statement of Net Assets
ASSETS			
Cash	$ 56	$ -	$ 56
Total Assets	$ 56	-	56
LIABILITIES			
Accounts payable	$ -	-	-
Total Liabilities	-	-	-
FUND BALANCES/NET ASSETS			
Fund balance-unreservered, undesignated	56	(56)	-
Total liabilities and fund balance	$ 56		
Net assets-unrestricted		56	$ 56

See Notes to Financial Statements

Holland Area Center Joint Building Authority
Holland, Michigan
STATEMENT OF GOVERNMENTAL FUNDS REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES/STATEMENT OF ACTIVITIES
Year Ended June 30, 2004

	Capital Projects Fund	Adjustments	Statement of Activities
Revenues:			
Private source contributions	$ -	$ -	$ -
Interest	-	-	-
Total Revenues	-	-	-
Expenditures:			
Capital Projects:			
Materials and supplies	-	-	-
Professional and contractual services	-	-	-
Total Expenditures	-	-	-
Excess of Revenues Over Expenditures/Change in Net Assets	-	-	-
Fund Balances/Net Assets - July 1	56	-	56
Fund Balances/Net Assets - June 30	$ 56	$ -	$ 56

See Notes to Financial Statements

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Holland Area Center Joint Building Authority conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant accounting policies used by Holland Area Center Joint Building Authority:

A. Reporting Entity

The Holland Area Center Joint Building Authority ("Authority") is a Michigan municipal corporation created in 1995 under the provisions of Act 31, Public Acts of Michigan, 1948, as amended, for the purpose of acquiring or constructing a multi-purpose arena, a performing arts center, and/or an ice rink for public use of the incorporating units. The authority's governing board consists of three members appointed by the City of Holland, three members appointed by Holland Charter Township, and three members appointed by Park Township. The financial statements of the authority are presented as a separate reporting entity and are not included with the financial statements of the City of Holland, Park Township or Holland Charter Township. The accompanying financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Although blended component units are legal separate entities, in substance, they are part of the authority's operations. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the government (see discussion below for description).

Blended Component Unit. The authority has no blended component units.

Discretely Presented Component Unit. The authority has no discretely presented component units.

B. Government-Wide and Fund Financial Statements

Separate columns are included in the financial statements for the government-wide financial statements (i.e., the statement of net assets and the statement of activities) and the fund financial statements, which present the sole governmental (capital projects) fund of the authority.

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

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental (capital projects) fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

The authority reports the following major governmental funds:

Capital Projects Fund

The Capital Projects Fund accounts for the acquisition of fixed assets or construction of major capital projects.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in the government-wide financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board.

D. Assets, Liabilities, and Net Assets or Equity

1. *Bank Deposits and Investments.*

The authority's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

2. *Fund Equity*

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

NOTE 2. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the local governmental unit to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The local unit is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all of State statutory authority as listed above.

The authority's deposits and investment policy is in accordance with statutory authority.

At year-end, the authority's carrying amount of deposits was $56 and the bank balance was $56. The entire amount of the bank balance was covered by federal deposit insurance.

NOTE 3. OTHER INFORMATION

A. Change in Accounting Policy

In 2003, the authority implemented GASB Statement No. 34 "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments." Statement No. 34 established new financial reporting requirements for all state and local governments and consists of the following:

Management's discussion and analysis;

Basic Financial Statements
Government-wide financial statements, prepared using the economic resources measurement focus and the accrual basis of accounting, including capital and infrastructure assets
Fund financial statements, consisting of a series of statements that focus on a government's major governmental funds and enterprise funds;
Notes to the financial statements.

These and other changes are reflected in the accompanying financial statements (including notes to the financial statements).