

**CITY OF COLEMAN, FLORIDA**

**Annual Financial Report**

**September 30, 2019**

**(With Independent Auditors' Report Thereon)**

## **INTRODUCTORY SECTION**

This section contains the following subsections:

- List of City Council and Principal City Officials
- Table of Contents

**CITY OF COLEMAN, FLORIDA**

**ANNUAL FINANCIAL REPORT  
AND AUDITORS' REPORT**

**SEPTEMBER 30, 2019**

**CITY COUNCIL AND OFFICIALS**

Milton Hill	- Mayor
Brian Marx	- Council Member & Chairperson
Charles Felton	- Council Member & Vice Chairman
Mary Bigham	- Council Member
Clay Godwin	- Council Member
Maurice Walton	- Council Member
Brenda Smith	- City Attorney

**AUDITOR**  
Holland & Reilly  
Certified Public Accountants

**CITY OF COLEMAN, FLORIDA**

**ANNUAL FINANCIAL REPORT AND AUDITORS' REPORT  
YEAR ENDED SEPTEMBER 30, 2019**

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## **FINANCIAL SECTION**

This section contains the following subsections:

- **REPORT OF INDEPENDENT AUDITORS**
- **MANAGEMENT'S DISCUSSION AND ANALYSIS**
- **BASIC FINANCIAL STATEMENTS**
- **REQUIRED SUPPLEMENTARY INFORMATION**
- **COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES**

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CERTIFIED FRAUD EXAMINERS

DAVID S. HOLLAND, CPA  
THOMAS F. REILLY, CPA

## INDEPENDENT AUDITORS' REPORT

Honorable Mayor and City Council  
City of Coleman, Florida

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

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Coleman, Florida (the City), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with 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.

### ***Auditors' 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, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Coleman as of September 30, 2019 and the respective changes in financial position and, where applicable, cash flows 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, budgetary comparison information, schedule of proportionate share of net pension liability – Florida Retirement System and Health Insurance Subsidy Program, and schedule of pension contributions – Florida Retirement System and Health Insurance Subsidy Program on pages 3 through 8 and 36 through 43, respectively be presented to supplement the basic financial statements. Such information, although not a 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.

### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Coleman's basic financial statements. The combining and individual nonmajor fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate 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 combining and individual nonmajor fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated April 20, 2020 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

*Holland & Rilly*

April 20, 2020  
Orlando, Florida



CITY OF COLEMAN, FLORIDA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
Year Ended September 30, 2019

As management of the City of Coleman, Florida (the City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2019.

Financial Highlights

- The assets of the City exceeded its liabilities at the close of the most recent fiscal year by \$4,551,914 (net position). Of this amount, \$363,734 (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors.
- During the fiscal year the City's total net position decreased by \$92,567; and the unrestricted net position increased by \$80,818.
- The City Water Utility Fund incurred an operating loss of \$87,616; however, it met the rate covenant required ratio of 1.1 (1.18).
- The City has a net pension liability of \$157,529, a decrease of \$15,657 from the prior year.
- Under an interlocal agreement, the City paid \$79,836 to the Sumter County Sheriff's Department to provide police protection. See Note 10.
- The City implemented ad valorem taxes for the first time in fiscal year 2017. The millage rate in fiscal year 2018 was 4.7538, generating \$64,338 in ad valorem taxes. The millage rate in fiscal year 2019 was 4.7, generating \$67,801 in ad valorem taxes.
- The City was awarded \$600,000 in the Neighborhood Revitalization Category of Florida Small Cities Community Development Block Grant. The purpose of this grant is to replace water meters and backflow preventers. Also, replacement/repair of the grand storage tank is listed as unmet need.

Overview of the Financial Statements

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

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

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

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

The government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues from other functions that are intended to recover all or a significant portion of their costs through user fees and charges. The governmental activities of the City include general government, transportation, public safety, physical environment, and culture and recreation. The business type activities of the City include water and solid waste collection/sanitation.

The Government-wide financial statements can be found on pages 10 and 11 of this report.

Fund financial statements A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the City can be divided into two categories: governmental funds and proprietary funds.

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

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City maintains five individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General Fund and two special revenue funds, Gasoline Tax Road Fund and Community Redevelopment Area Fund, all of which are identified as major funds. The City has another special revenue fund - Municipal Cemetery Fund and a capital project fund – CDBG Housing, which are both considered non-major funds.

The City adopts an annual appropriated budget for its General Fund and special revenue funds. A budgetary comparison statement has been provided for the General Fund, Gasoline Tax Road Fund, Municipal Cemetery Fund, and Community Redevelopment Area Fund (a blended component unit) to demonstrate compliance with their budgets.

The basic governmental fund financial statements can be found on pages 12 and 13 of this report.

*Proprietary funds.* The City maintains two different types of proprietary, or enterprise, funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City uses enterprise funds to account for its Water Utility Fund and Sanitation Fund (Solid Waste Collection).

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water Utility Fund and the Sanitation Fund (Solid Waste Collection).

The basic proprietary fund financial statements can be found on pages 14 through 16 of this report.

Notes to the financial statements The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17 through 33 of this report.

## Government-wide Financial Analysis

### Statement of Net Position September 30, 2019 and 2018

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
Current assets	\$ 1,245,807	1,189,529	229,204	199,077	1,475,011	1,388,606
Noncurrent assets	-	-	251,650	233,225	251,650	233,225
Capital assets	1,195,456	1,296,903	2,308,961	2,421,011	3,504,417	3,717,914
Deferred outflows of resources	44,992	58,587	23,561	29,730	68,553	88,317
Total	<u>2,486,255</u>	<u>2,545,019</u>	<u>2,813,376</u>	<u>2,883,043</u>	<u>5,299,631</u>	<u>5,428,062</u>
Current liabilities	30,890	28,948	43,393	66,620	74,283	95,568
Noncurrent liabilities	119,984	130,225	505,445	510,861	625,429	641,086
Deferred inflows of resources	45,202	45,165	2,803	1,762	48,005	46,927
Total liabilities	<u>196,076</u>	<u>204,338</u>	<u>551,641</u>	<u>579,243</u>	<u>747,717</u>	<u>783,581</u>
Net position:						
Net investment in capital assets	1,195,456	1,296,903	1,841,061	1,935,911	3,036,517	3,232,814
Restricted for law enforcement	17,713	17,713	-	-	17,713	17,713
Restricted for road projects	582,065	594,449	-	-	582,065	594,449
Restricted for community redevelopment area	294,556	273,602	-	-	294,556	273,602
Restricted for cemetery	29,326	32,296	-	-	29,326	32,296
Restricted for debt service/renewal	-	-	228,003	210,691	228,003	210,691
Unrestricted	171,063	125,718	192,671	157,198	363,734	282,916
Total net position	<u>\$ 2,290,179</u>	<u>2,340,681</u>	<u>2,261,735</u>	<u>2,303,800</u>	<u>4,551,914</u>	<u>4,644,481</u>

\$3,036,517, or 67%, of the City's net position are reflected in investment in capital assets (e.g., land, buildings improvements, infrastructure, vehicles and equipment), less any outstanding related debt used to acquire those assets. The City uses these assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

\$1,151,663, or 25%, of the City's net position represents resources that are subject to external restrictions on how they may be used, primarily for road projects. Unrestricted net position (\$363,734, or 8%) may be used to meet the City's ongoing obligations to citizens and creditors.

At September 30, 2019, the City is able to report positive balances in all three categories of net position, both for the City as a whole, as well as for its separate governmental and business-type activities.

## Government-wide Financial Analysis - continued

### Changes in Net Position For the years ended September 30, 2019 and 2018

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
<b>Revenues:</b>						
<b>Program revenues</b>						
Charges for services	\$ 7,962	8,337	286,810	275,761	294,772	284,098
Operating grants and contributions	11,850	546,978	74,979	4,963	86,829	551,941
Capital grants and contributions	-	100,000	-	414,944	-	514,944
Total program revenues	<u>19,812</u>	<u>655,315</u>	<u>361,789</u>	<u>695,668</u>	<u>381,601</u>	<u>1,350,983</u>
<b>General revenues</b>						
Ad valorem taxes	67,801	64,338	-	-	67,801	64,338
Franchise and utility taxes	91,244	85,006	-	-	91,244	85,006
Motor fuel taxes	51,729	50,342	-	-	51,729	50,342
Sales tax	147,073	142,347	-	-	147,073	142,347
Intergovernmental revenues	71,221	71,488	-	-	71,221	71,488
Investment earnings	3,725	2,251	1,652	715	5,377	2,966
Miscellaneous revenue	372	454	-	-	372	454
Loss on equipment sale	-	-	(1,921)	-	(1,921)	-
Transfers	-	(23,820)	-	23,820	-	-
Total general revenues	<u>433,165</u>	<u>392,406</u>	<u>(269)</u>	<u>24,535</u>	<u>432,896</u>	<u>416,941</u>
Total revenues	<u>452,977</u>	<u>1,047,721</u>	<u>361,520</u>	<u>720,203</u>	<u>814,497</u>	<u>1,767,924</u>
<b>Expenses:</b>						
General government	204,880	204,019	-	-	204,880	204,019
Transportation	72,178	112,563	-	-	72,178	112,563
Public safety	87,427	86,764	-	-	87,427	86,764
Physical environment	53,678	590,948	-	-	53,678	590,948
Culture and recreation	85,316	81,070	-	-	85,316	81,070
Water utility	-	-	316,191	285,291	316,191	285,291
Sanitation	-	-	87,394	98,163	87,394	98,163
Total expenses	<u>503,479</u>	<u>1,075,364</u>	<u>403,585</u>	<u>383,454</u>	<u>907,064</u>	<u>1,458,818</u>
Increase (decrease) in net position	(50,502)	(27,643)	(42,065)	336,749	(92,567)	309,106
Net position - beginning	2,340,681	2,368,324	2,303,800	1,967,051	4,644,481	4,335,375
Net position - ending	<u>\$ 2,290,179</u>	<u>2,340,681</u>	<u>2,261,735</u>	<u>2,303,800</u>	<u>4,551,914</u>	<u>4,644,481</u>

During this fiscal year, the City's net position decreased by (\$92,567), or 2%, primarily due to increased operating expenses exceeding revenues, of which depreciation (a non-cash item) is a significant component.

Relevant Financial Policies – The City's management has reviewed GASB Statement No. 45, "Accounting and Reporting for Postemployment Benefits Other than Pensions" and has made the determination that there are no applicable post employment benefits and therefore no liability exists.

### Fund Financial Statements

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

*Governmental Funds.* The focus of the City of Coleman, Florida's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the City of Coleman, Florida's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

## Fund Financial Statements - continued

The City's total revenues decreased from \$1,071,541 to \$452,977 due to the City receiving a CDBG Housing grant (\$496,376) and two FRDAP grants totaling \$100,000 in the prior year but none this year.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$1,214,917.

The General Fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$282,489. As a measure of the General Fund's liquidity, it may be useful to compare the unassigned fund balance to total fund expenditures. Unassigned fund balance represents 88% or approximately 10 ½ months of total General Fund expenditures.

*Proprietary funds.* The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The total decrease in net position for all enterprise funds was (\$42,065). The Water Utility Fund incurred an operating loss of (\$87,616) due to extraordinary repairs, an increase in depreciation, and increased expenses related to a pilot study for water purification. Depreciation, a non-cash expense, accounted for 36% of total operating expenses. This is the twelfth consecutive year in which the Water Utility Fund generated a net operating loss. Overall, the City experienced a decrease in net position of (\$37,132) due to the receipt of \$74,979 from FEMA and the state of Florida for hurricane damage reimbursements. In the current year the Water Utility Fund met the rate covenant required by the bond ordinances. In the prior four years, the City also met the rate covenant test. The City increased the water rates by an average of 12% effective April 1, 2012. In accordance with the water rate ordinance, water base rates were also increased effective October 1 of each year as follows: 2013 (1.63%), 2014 (1.41%), 2015 (1.57%), 2016 (1.29%), 2017 (1.51%), 2018 (1.76%) and by 2.36% on October 1, 2019, based on the price index increase for Water & Wastewater Utilities established by the Florida Public Service Commission. Solar panels installed in a prior year by the Energy grant have decreased utility costs in prior years; however, due to hurricane damage to the solar panels in 2017, utility costs increased from \$1,106 in 2017 to \$8,867 this year. Once repaired, they should again play a role in decreasing operating costs in coming years. The City will continue to work on means to ensure the Water Utility Fund does not operate at a loss, as well as working to ensure it meets the bond covenant required ratio of 1.1.

The Sanitation Fund experienced a decrease of (\$4,933) in net position which is an improvement compared to the prior year decrease of (\$17,201) due to a decrease in contract services and repairs and maintenance.

## General Fund Budgetary Highlights

The following information is presented to assist the reader in comparing actual results with budgetary amounts.

- Total actual revenues in the General Fund were less than the budget by \$89,839, primarily due to a decrease in anticipated grants. Total actual expenditures in the General Fund were less than the budget by \$120,273, primarily due to budgeted capital outlay expenditures that were not made due to the grant revenue not being received.

## Capital Assets and Debt Administration

- Capital Assets - The City's total investment in capital assets for its governmental and business-type activities as of September 30, 2019, amounted to \$3,504,417 (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, vehicles, water utility system, drainage system, machinery and equipment, and park facilities. Total expenditures for capital assets were \$6,802 in the governmental activities and \$8,200 in the business-type activities. The governmental activities disposed of \$1,610 in fully depreciated capital assets this year.

### Capital Assets and Debt Administration - continued

- The Water Utility Bonds were reduced by \$17,200 and interest incurred totaled \$24,183.

### Economic Factors and Next Year's Budgets and Rates

- By Ordinance 2016-3, the City has implemented ad valorem tax assessments. For the fiscal year ending September 30, 2020, the millage rate will be 4.3653 which is equal to the rolled back rate.
- The City is raising its Water Rates and Solid Waste Collection Rates by 2.36% effective October 1, 2019 in accordance with the price index increase for Water & Wastewater Utilities established by the Florida Public Service Commission.
- The Interlocal Service Agreement for Law Enforcement was renewed; and the contract price was increased to \$106,278 for the fiscal year 2019-2020.
- The City plans to apply for Florida Recreational Development Assistance grants to continue the improvement of City parks.
- The City applied for “Rebuild Florida Infrastructure Repair Program” through the Florida Department of Economic Opportunity, Office of Disaster Recovery for \$1.5 million. The purpose of this grant is to build a 3,000 square foot emergency shelter behind the existing City Hall.
- In March 2020, the United States of America experienced a nationwide crisis due to the pandemic caused by the coronavirus. It is unknown how long this pandemic will last or how it might impact the City. It is possible the City’s F/Y 19/20 various revenues and expenditures will be adversely affected. The City will amend its F/Y 19/20 budget accordingly once the potential impacts to the City’s revenues and expenditures are known.

### Request for Information

This financial report is designed to provide a general overview of the City of Coleman, Florida's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the management staff of the City of Coleman, Florida.

## **BASIC FINANCIAL STATEMENTS**

- Government-wide Financial Statements
- Fund Financial Statements

**CITY OF COLEMAN, FLORIDA**

**Statement of Net Position**

September 30, 2019

	Primary Government		
	Governmental Activities	Business- type Activities	Total
<b>Assets</b>			
Current assets:			
Cash and cash equivalents	\$ 1,166,457	212,094	1,378,551
Taxes receivable	8,805	-	8,805
Accounts receivable, net	-	58,337	58,337
Receivable - other	-	-	-
Prepaid expenses	8,768	500	9,268
Internal balances	41,727	(41,727)	-
Due from other governments	20,050	-	20,050
Total current assets	1,245,807	229,204	1,475,011
Noncurrent assets:			
Restricted assets			
Cash and cash equivalents	-	251,650	251,650
Capital assets, not being depreciated	378,749	-	378,749
Capital assets, net of accumulated depreciation	816,707	2,308,961	3,125,668
Total noncurrent assets	1,195,456	2,560,611	3,756,067
Total assets and other debits	2,441,263	2,789,815	5,231,078
Deferred outflows of resources	44,992	23,561	68,553
Total assets and deferred outflows of resources	\$ 2,486,255	2,813,376	5,299,631
<b>Liabilities</b>			
Current liabilities:			
Accounts payable	22,831	10,653	33,484
Accrued liabilities	8,059	9,093	17,152
Liabilities payable from restricted assets	-	23,647	23,647
Total current liabilities	30,890	43,393	74,283
Noncurrent liabilities:			
Due within one year:			
Bonds payable	-	18,100	18,100
Due in more than one year:			
Bonds payable	-	449,800	449,800
Net pension liability - proportionate share	119,984	37,545	157,529
Total noncurrent liabilities	119,984	505,445	625,429
Total liabilities	150,874	548,838	699,712
Deferred inflows of resources	45,202	2,803	48,005
Total liabilities and deferred inflows of revenues	196,076	551,641	747,717
<b>Net Position</b>			
Net investment in capital assets	1,195,456	1,841,061	3,036,517
Restricted for:			
Law enforcement	17,713	-	17,713
Road projects	582,065	-	582,065
Community redevelopment area	294,556	-	294,556
Cemetery	29,326	-	29,326
Debt service and renewal and replacement	-	228,003	228,003
Unrestricted	171,063	192,671	363,734
Total net position	2,290,179	2,261,735	4,551,914
Total liabilities, deferred inflows of resources, and net position	\$ 2,486,255	2,813,376	5,299,631

The notes to the financial statements are an integral part of this statement.



**CITY OF COLEMAN, FLORIDA**  
**Statement of Activities**  
For the year ended September 30, 2019

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Program Revenues</b>			<b>Net (Expense) Revenue and Changes in Net Position</b>		
		<b>Charges for Services</b>	<b>Operating Grants and Contributions</b>	<b>Capital Grants and Contributions</b>	<b>Primary Government</b>		<b>Total</b>
					<b>Governmental Activities</b>	<b>Business-type Activities</b>	
<b>Governmental Activities:</b>							
General government	\$ 204,880	1,764	-	-	(203,116)	-	(203,116)
Transportation	72,178	-	-	-	(72,178)	-	(72,178)
Public safety	87,427	1,098	-	-	(86,329)	-	(86,329)
Physical environment	53,678	1,575	11,850	-	(40,253)	-	(40,253)
Culture and recreation	85,316	3,525	-	-	(81,791)	-	(81,791)
Total governmental activities	<u>503,479</u>	<u>7,962</u>	<u>11,850</u>	<u>-</u>	<u>(483,667)</u>	<u>-</u>	<u>(483,667)</u>
<b>Business-type Activities:</b>							
Water utility	316,191	204,392	74,979	-	-	(36,820)	(36,820)
Sanitation	87,394	82,418	-	-	-	(4,976)	(4,976)
Total business-type activities	<u>403,585</u>	<u>286,810</u>	<u>74,979</u>	<u>-</u>	<u>-</u>	<u>(41,796)</u>	<u>(41,796)</u>
<b>Total primary government</b>	<b>\$ <u>907,064</u></b>	<b><u>294,772</u></b>	<b><u>86,829</u></b>	<b><u>-</u></b>	<b><u>(483,667)</u></b>	<b><u>(41,796)</u></b>	<b><u>(525,463)</u></b>
<b>General Revenues:</b>							
					67,801	-	67,801
					91,244	-	91,244
					51,729	-	51,729
					147,073	-	147,073
					71,221	-	71,221
					3,725	1,652	5,377
					-	(1,921)	(1,921)
					372	-	372
Transfers					-	-	-
Total general revenues and transfers					<u>433,165</u>	<u>(269)</u>	<u>432,896</u>
Change in net position					(50,502)	(42,065)	(92,567)
Net Position - Beginning					2,340,681	2,303,800	4,644,481
<b>Net Position - Ending</b>					<b>\$ <u>2,290,179</u></b>	<b><u>2,261,735</u></b>	<b><u>4,551,914</u></b>

The notes to the financial statements are an integral part of this statement.

**CITY OF COLEMAN, FLORIDA**  
**Balance Sheet**  
**Governmental Funds**  
September 30, 2019

	General Fund	Gasoline Tax Road	Community Redevelopment Area	Other Governmental Fund	Total Governmental Funds
<b>Assets</b>					
Cash and cash equivalents	\$ 215,523	608,367	295,220	47,347	1,166,457
Taxes receivable	8,805	-	-	-	8,805
Prepaid items	8,768	-	-	-	8,768
Due from other funds	84,471	-	-	-	84,471
Due from other government units	15,497	4,553	-	-	20,050
	<u>333,064</u>	<u>612,920</u>	<u>295,220</u>	<u>47,347</u>	<u>1,288,551</u>
Total assets	\$ <u>333,064</u>	<u>612,920</u>	<u>295,220</u>	<u>47,347</u>	<u>1,288,551</u>
<b>Liabilities and fund balances</b>					
Liabilities:					
Accounts payable	20,045	2,559	195	32	22,831
Accrued liabilities	4,049	460	-	3,550	8,059
Due to other funds	-	27,836	469	14,439	42,744
	<u>24,094</u>	<u>30,855</u>	<u>664</u>	<u>18,021</u>	<u>73,634</u>
Total liabilities	24,094	30,855	664	18,021	73,634
Fund balances:					
Nonspendable:	8,768	-	-	-	8,768
Spendable:					
Restricted	17,713	582,065	-	-	599,778
Committed	-	-	294,556	29,326	323,882
Unassigned	282,489	-	-	-	282,489
	<u>308,970</u>	<u>582,065</u>	<u>294,556</u>	<u>29,326</u>	<u>1,214,917</u>
Total fund balances	308,970	582,065	294,556	29,326	1,214,917
Total liabilities and fund balances	\$ <u>333,064</u>	<u>612,920</u>	<u>295,220</u>	<u>47,347</u>	<u>1,288,551</u>
Total Fund Balances				\$	1,214,917
Amounts reported for governmental activities in the Statement of Net Position are different because:					
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.					
Governmental capital assets				3,224,298	
Less: accumulated depreciation				(2,028,842)	1,195,456
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds					
Deferred outflows of resources related to pensions					44,992
Deferred inflows of resources related to pensions					(45,202)
Net pension liability obligations are not due and payable in the current period and, therefore, are not reported in the funds.					
					(119,984)
Net Position of Governmental Activities				\$	2,290,179

The notes to the financial statements are an integral part of this statement.

**CITY OF COLEMAN, FLORIDA**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**

For the year ended September 30, 2019

	General	Gasoline Tax Road	Community Redevelopment Area	Other Governmental Fund	Total Governmental Funds
<b>Revenues</b>					
Intergovernmental	\$ 187,776	58,126	21,430	-	267,332
Taxes	173,586	-	-	-	173,586
Licenses and permits	1,764	-	-	-	1,764
Fines and forfeits	1,098	-	-	-	1,098
Charges for services	-	-	-	1,575	1,575
Investment earnings	1,939	1,464	219	103	3,725
Miscellaneous	3,897	-	-	-	3,897
Total revenues	<u>370,060</u>	<u>59,590</u>	<u>21,649</u>	<u>1,678</u>	<u>452,977</u>
<b>Expenditures</b>					
Current:					
General government	194,042	-	-	-	194,042
Transportation	-	71,974	-	-	71,974
Public safety	85,196	-	-	-	85,196
Physical environment	-	-	695	4,655	5,350
Culture and recreation	35,277	-	-	-	35,277
Capital outlay	6,802	-	-	-	6,802
Total expenditures	<u>321,317</u>	<u>71,974</u>	<u>695</u>	<u>4,655</u>	<u>398,641</u>
Excess of revenues over (under) expenditures	<u>48,743</u>	<u>(12,384)</u>	<u>20,954</u>	<u>(2,977)</u>	<u>54,336</u>
<b>Other financing sources (uses):</b>					
Transfers (out) in	(492)	-	-	492	-
Total other financing sources (uses)	<u>(492)</u>	<u>-</u>	<u>-</u>	<u>492</u>	<u>-</u>
Excess of revenues and other financing sources (uses) over (under) expenditures	48,251	(12,384)	20,954	(2,485)	54,336
<b>Fund balance</b>					
Beginning of year	260,719	594,449	273,602	31,811	1,160,581
End of year	<u>\$ 308,970</u>	<u>582,065</u>	<u>294,556</u>	<u>29,326</u>	<u>1,214,917</u>

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

    Net change in fund balance - total governmental funds 54,336

    Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of these assets is depreciated over their estimated useful lives

        Expenditures for capital assets 6,802  
        Less: current year depreciation (108,249) (101,447)

    Governmental funds report pension contributions as expenditures. However, in the Statement of Activities, the cost of pension benefits earned net of employee contributions is reported as pension expense. (3,391)

Change in Net Position of Governmental Activities \$ (50,502)

The notes to the financial statements are an integral part of this statement.

**CITY OF COLEMAN, FLORIDA**  
**Statement of Net Position**  
**Proprietary Funds**  
September 30, 2019

	<u>Business-type Activities - Enterprise Funds</u>		
	<u>Water Utility Fund</u>	<u>Sanitation Fund</u>	<u>Total</u>
<b>Assets</b>			
Current assets:			
Cash and cash equivalents	\$ 145,620	66,474	212,094
Customer accounts receivable, net	41,576	16,761	58,337
Prepaid expenses	-	500	500
Total current assets	<u>187,196</u>	<u>83,735</u>	<u>270,931</u>
Noncurrent assets:			
Restricted assets:			
Cash and cash equivalents	<u>251,650</u>	-	<u>251,650</u>
Total restricted assets	<u>251,650</u>	-	<u>251,650</u>
Capital assets, net of accumulated depreciation	<u>2,308,961</u>	-	<u>2,308,961</u>
Total noncurrent assets	<u>2,560,611</u>	-	<u>2,560,611</u>
Total assets	<u>2,747,807</u>	<u>83,735</u>	<u>2,831,542</u>
Deferred outflows of resources	<u>-</u>	<u>23,561</u>	<u>23,561</u>
Total assets and deferred outflows of resources	<u>\$ 2,747,807</u>	<u>107,296</u>	<u>2,855,103</u>
<b>Liabilities and net position</b>			
Current liabilities:			
Accounts payable	8,244	2,409	10,653
Accrued liabilities	4,072	5,021	9,093
Due to other funds	8,998	32,729	41,727
Total current liabilities	<u>21,314</u>	<u>40,159</u>	<u>61,473</u>
Current liabilities (payable from restricted assets):			
Accrued interest payable	1,539	-	1,539
Customer deposits	22,108	-	22,108
Bonds payable	18,100	-	18,100
Total current liabilities (payable from restricted assets)	<u>41,747</u>	-	<u>41,747</u>
Noncurrent liabilities:			
Revenue bonds	449,800	-	449,800
Net pension liability - proportionate share	-	37,545	37,545
Total noncurrent liabilities	<u>449,800</u>	<u>37,545</u>	<u>487,345</u>
Total liabilities	<u>512,861</u>	<u>77,704</u>	<u>590,565</u>
Deferred inflows of resources	<u>-</u>	<u>2,803</u>	<u>2,803</u>
Total liabilities and deferred inflows of resources	<u>512,861</u>	<u>80,507</u>	<u>593,368</u>
Net position:			
Net investment in capital assets	1,841,061	-	1,841,061
Restricted for debt service and renewal and replacement	228,003	-	228,003
Unrestricted	<u>165,882</u>	<u>26,789</u>	<u>192,671</u>
Total net position	<u>2,234,946</u>	<u>26,789</u>	<u>2,261,735</u>
Total liabilities, deferred inflows of resources, and net position	<u>\$ 2,747,807</u>	<u>107,296</u>	<u>2,855,103</u>

The notes to the financial statements are an integral part of this statement.

**CITY OF COLEMAN, FLORIDA**  
**Statement of Revenues, Expenses, and Changes in Fund Net Position**  
**Proprietary Funds**

For the year ended September 30, 2019

	Business-type Activities - Enterprise Funds		
	Water Utility Fund	Sanitation Fund	Total
<b>Operating revenues</b>			
Charges for sales/services	\$ 188,394	79,486	267,880
Late charges	6,958	2,932	9,890
Tap fees	9,040	-	9,040
Total operating revenues	<u>204,392</u>	<u>82,418</u>	<u>286,810</u>
<b>Operating expenses</b>			
Salaries	12,701	33,161	45,862
Payroll taxes	810	2,368	3,178
Employee benefits	4,595	15,966	20,561
Landfill fees	-	16,605	16,605
Office supplies and expense	3,210	3,179	6,389
Operating supplies	9,172	3,781	12,953
Insurance	5,424	2,283	7,707
Professional services	15,652	6,322	21,974
Repairs and maintenance	22,801	819	23,620
Utilities	9,842	210	10,052
Contract services	101,472	2,700	104,172
Depreciation	106,329	-	106,329
Total operating expenses	<u>292,008</u>	<u>87,394</u>	<u>379,402</u>
Operating loss	<u>(87,616)</u>	<u>(4,976)</u>	<u>(92,592)</u>
<b>Nonoperating revenues (expenses)</b>			
Intergovernmental revenue	74,979	-	74,979
Investment earnings	1,609	43	1,652
Loss on capital asset disposition	(1,921)	-	(1,921)
Interest expense	(24,183)	-	(24,183)
Total nonoperating revenues (expenses)	<u>50,484</u>	<u>43</u>	<u>50,527</u>
Change in net position	(37,132)	(4,933)	(42,065)
Total net position - beginning	<u>2,272,078</u>	<u>31,722</u>	<u>2,303,800</u>
Total net position - ending	<u>\$ 2,234,946</u>	<u>26,789</u>	<u>2,261,735</u>

The notes to the financial statements are an integral part of this statement.

**CITY OF COLEMAN, FLORIDA**

**Statement of Cash Flows**

**Proprietary Funds**

For the year ended September 30, 2019

	Business-type Activities - Enterprise Funds		
	Water Utility Fund	Sanitation Fund	Total
<b>Cash flows from operating activities:</b>			
Receipts from customers and users	\$ 304,823	111,048	415,871
Payments to suppliers	(173,070)	(55,666)	(228,736)
Payments to employees	(12,701)	(33,161)	(45,862)
Net cash provided by (used in) operating activities	119,052	22,221	141,273
<b>Cash flows from noncapital financing activities:</b>			
Net cash provided by operating activities	-	-	-
<b>Cash flows from capital and related financing activities:</b>			
Payment on revenue bond	(17,200)	-	(17,200)
Purchase of capital assets	(8,200)	-	(8,200)
Proceeds from sale of capital assets	12,000	-	12,000
Interest paid	(24,183)	-	(24,183)
Net cash used in capital and related financing activities	(37,583)	-	(37,583)
<b>Cash flows from investing activities:</b>			
Investment income	1,609	43	1,652
Net cash provided by investing activities	1,609	43	1,652
<b>Net increase in cash</b>	83,078	22,264	105,342
<b>Cash and cash equivalents, beginning of year</b>	314,192	44,210	358,402
<b>Cash and cash equivalents, end of year</b>	\$ 397,270	66,474	463,744
<b>Cash and cash equivalents classified as:</b>			
Current assets	145,620	66,474	212,094
Restricted assets	251,650	-	251,650
	\$ 397,270	66,474	463,744
<b>Reconciliation of operating income (loss) to net cash provided by operating activities:</b>			
Operating loss	(87,616)	(4,976)	(92,592)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:			
Depreciation	106,329	-	106,329
Intergovernmental revenue	74,979	-	74,979
Changes in assets and liabilities:			
Increase in accounts receivable	(696)	(206)	(902)
Decrease in due from other funds	15,965	-	15,965
Decrease in deferred outflows of resources	-	6,169	6,169
Decrease (increase) in accounts payable	(2,019)	782	(1,237)
Increase in accrued liabilities	1,999	2,160	4,159
Increase in due to other funds	8,998	22,667	31,665
Decrease in accrued interest payable	(72)	-	(72)
Increase in customer deposits	1,185	-	1,185
Decrease in net pension liability	-	(5,416)	(5,416)
Increase in deferred inflows of resources	-	1,041	1,041
Totals	206,668	27,197	233,865
Net cash provided by (used in) operating activities	\$ 119,052	22,221	141,273

The notes to the financial statements are an integral part of this statement.

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**1. Summary of Significant Accounting Policies**

The City of Coleman, Florida, ("the City") is a political subdivision of the State of Florida, located in Sumter County. The City was incorporated under the Laws of Florida 10429 in 1925 and operates under the council form of government.

The accounting policies of the City of Coleman, Florida conform to U.S. generally accepted accounting principles as applicable to governments as established by the Governmental Accounting Standards Board (GASB). The GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the more significant policies.

**A. Reporting Entity**

The City is a municipal corporation with a five-member council, plus the mayor. The chairman acts as the presiding officer of the council, with the vice-chairman serving in the chairman's absence.

The City provides the following services as authorized by its charter: public safety - police, street, culture - recreation, public improvements, planning and zoning, and general administrative services. In addition, the City operates two enterprise funds: water utility service and sanitation service.

In evaluating the City as a reporting entity, management has addressed all potential component units that may or may not fall within the City's oversight and control, and thus, be included in the City's financial statements. Blended component units, although legally separate entities, are in substance part of the City's operations and, as a result, considered to be financially accountable. The following component unit is reported in the City's Annual Financial Report. In August 2003, the City passed an ordinance creating a dependent special district, the Coleman Community Redevelopment Area (CRA). The purpose of the CRA is to provide rehabilitation, conservation or redevelopment, or a combination thereof, of such areas as are necessary in the interest of public health, safety or welfare of the residents of the City. The governing boards of the CRA are substantially the same as that of the City. The CRA is blended into the City's primary government although retaining separate legal identity. Separate financial statements are not prepared for this component unit.

**B. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e. the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the City. The effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

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

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**B. Government-Wide and Fund Financial Statements - continued**

Separate financial statements are provided for governmental and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

**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, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the 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. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City 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. However, debt service expenditures, as well as expenditures related to compensated absences are recorded only when payment is due.

Franchise and utility taxes, state revenue sharing, charges for services, and investment earnings associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenue of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, and then unrestricted resources as they are needed.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds**

The Gasoline Tax Road Fund accounts for the City's share of local option gas tax, 9<sup>th</sup> cent gas tax, and state revenue sharing fuel tax and the expenditures made for the maintenance and improvement of the City's roads.

The Community Redevelopment Area (CRA) Fund (a blended component unit) is used to provide rehabilitation, conservation, or redevelopment of such areas as are necessary in the interest of public health, safety or welfare of the residents of the City.

The City reports the following major proprietary funds:

The Water Utility Fund is used to account for the operation of a City potable water system.

The Sanitation Fund is used to account for the revenues and expenses associated with garbage and solid waste collection and disposal.



**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

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

The City reports the following non-major governmental funds:

Special revenue funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The non-major special revenue fund of the City is the Municipal Cemetery Fund.

The Community Development Block Grant (CDBG) Housing Fund is a capital project fund that is used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

The City has no non-major proprietary funds.

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

D. Assets, Liabilities, and Net Position or Equity

- 1) Cash and Cash Equivalents - The enterprise funds consider all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.
- 2) Investments - Investments are reported at fair value. The City invests in the State Board of Administration Fund (see Note 4).
- 3) Accounts Receivable - The Water Utility Fund operating revenues are generally recognized on the basis of billings rendered monthly. Revenues for services delivered during the last month of the applicable reporting period are accrued pro rata based on the meter readings for the applicable consumption taken in the following month. Sanitation Fund billings are rendered monthly for the billing month's services.
- 4) Capital Assets - Capital assets, which include buildings, improvements other than buildings, equipment and furniture, vehicles, and infrastructure assets (i.e. roads, streets and sidewalks, curbs and gutters, water distribution system and drainage systems) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. The City defines capital assets as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of two years. Such assets are recorded at cost when purchased. Contributed capital assets are capitalized at their acquisition value at the date received. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

**CITY OF COLEMAN, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**D. Assets, Liabilities, and Net Position or Equity – continued**

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the asset constructed. There was no capitalized interest during fiscal year 2019.

Depreciation is provided using the straight-line method over the estimated useful lives of the various classes of depreciable assets. The estimated useful lives of the various classes of depreciable assets are as follows:

Years	Classification
5-7	Equipment and furniture
3-10	Vehicles (including heavy equipment)
5-30	Building and improvements
40	Water distribution system and treatment plant
50	Water well
20	System infrastructure

- 5) Property Taxes - Under Florida law, the assessment of all properties and the collection of all county, municipal and school board property taxes are consolidated in the offices of the County Property Appraiser and County Tax Collector. The laws of the state regulating tax assessment are also designed to assure a consistent property valuation method statewide. State statutes permit municipalities to levy property taxes at a rate of up to ten (10) mills. The millage rate assessed by the City for the fiscal year ended September 30, 2019 was 4.7.

The property tax calendar is as follows:

- All property is assessed according to its fair market value on January 1 of each year.
- Property Appraiser prepares the assessment roll as of January 1 of each year, and then submits this preliminary roll for approval by the State and notifies each taxing city of their respective valuation by July 1 of the assessment year.
- City Council holds two required public hearings, adopts a budget for the coming fiscal year, and adopts an ad valorem tax millage rate by September 30 of the assessment year.
- Property Appraiser certifies the assessment roll, and all real and tangible personal property taxes are due and payable November 1 (levy date) of the assessment year.
- A Notice of Taxes is mailed to each property owner on the assessment roll by November 1 of the assessment year. Taxes may be paid November 1 (year of assessment) through March 31 (following year of assessment) with the following applicable discounts:

<u>Month</u>	<u>Discount</u>
November	4%
December	3%
January	2%
February	1%
March	0%

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

D. Assets, Liabilities, and Net Position or Equity – continued

- All unpaid taxes on real and tangible personal property become delinquent on April 1 of the year immediately following year of assessment.
  - A list of unpaid tangible personal property taxes and a list of unpaid real property taxes are advertised in April/May of the year immediately following year of assessment.
  - Tax certificates are sold on all real properties with unpaid real property taxes on June 1 (lien date) of the year immediately following the year of assessment.
- 6) Compensated Absences - Accumulated unpaid vacation and sick pay benefits are determined at the end of each accounting period and adjusted to current salary costs. The liability is to be reported when incurred.
- 7) Deferred Outflows/Inflows of Resources - In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that is applicable to a future reporting period. The City's deferred outflows of resources is related to various actuarial assumption changes and valuations related to the City's portion of the Florida Retirement System Pension Plan (FRS) and Retiree Health Insurance Subsidy Program (HIS) annual valuations.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that is applicable to a future period. The City's deferred inflows of resources is related to various actuarial assumption changes and valuations related to the City's portion of the FRS and HIS annual valuations.

- 8) Pensions - For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the FRS and HIS and additions to/deductions from the FRS and HIS fiduciary net position have been determined on the same basis as they are reported by the FRS and HIS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.
- 9) Estimates - The preparation of financial statements in accordance with the modified accrual or accrual basis of accounting described in the previous paragraphs requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets or liabilities at the date of the financial statements and the reported amounts of revenue and expenditures/expenses during the reporting period. Actual results could differ from those estimates.
- 10) Fund Balances - In accordance with GASB 54, the City is required to report fund balance amounts in five classifications – nonspendable and the spendable categories of restricted, committed, assigned, and unassigned, as follows:

Nonspendable - includes fund balance amounts that cannot be spent either because they are not in spendable form or because of legal or contractual requirements.

Restricted - amounts that are constrained for specific purposes which are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments.

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**D. Assets, Liabilities, and Net Position or Equity – continued**

Committed - amounts that can only be used for specific purposes pursuant to constraints imposed by formal action by the City's highest level of decision-making authority. The City Council addresses these commitments through formal board action prior to the City's fiscal year end.

Assigned - amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Assignments can be made by the City Council.

Unassigned - includes residual positive fund balance within the General Fund which has not been classified within the other above mentioned categories. Unassigned fund balances may also include negative fund balances for any other governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

The City uses restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts.

**2. Reconciliation of Government-Wide and Fund Financial Statements**

**A. Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position:**

The governmental fund balance sheet includes reconciliation between fund balances – total governmental funds and net position of governmental activities as reported in the government-wide statement of net position.

**B. Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities:**

The governmental fund statement of revenues, expenditures, and changes in fund balances includes reconciliation between the net change in fund balances – total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities.

**3. Stewardship, Compliance, and Accountability**

**A. Budgets and Budgetary Accounting**

The City Council employs the following procedures in establishing the budgetary data reflected in the financial statements:

- 1) Prior to October 1, the department heads are consulted by the City Council regarding proposed operating budgets for the fiscal year commencing October 1. The operating budget includes proposed expenditures and the means of financing them.
- 2) Budget workshops are held and public hearings are conducted to obtain citizen comments.
- 3) Prior to October 1, the budget is legally enacted through passage of a resolution. The resolution restricts expenditures at the function level within a fund.

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**3. Stewardship, Compliance, and Accountability – continued**

- 4) Any transfers of budgeted amounts between departments within any fund, and any revisions that alter the total expenditures of any fund must be approved by the Council.
- 5) Formal budgetary integration is employed as a management control device during the year for the General Fund, special revenue funds, and enterprise funds.
- 6) Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).
- 7) Budgeted amounts presented agree with the 2018-2019 adopted budget.

**4. Cash and Cash Equivalents and Investments**

Florida Statutes provide for risk sharing collateral pools by banks and savings and loan associations. These collateral pools collateralize local government deposits with the participating depositories. The City's demand deposits, certificates of deposits, and money market accounts are placed in such authorized depositories. Demand deposits, certificates of deposit, and money market accounts are insured by federal depository insurance up to \$250,000 of the aggregate account balances for each entity. Amounts in excess of \$250,000 are fully insured by U.S. Government securities held in the Public Deposit Security Trust Fund maintained and monitored by the Treasurer of the State of Florida. The City's demand deposits, certificates of deposit, and money market accounts are carried at cost that is equivalent to fair value.

Florida Statutes also authorize the City to invest in the State Board of Administration Fund (SBA). The SBA is an investment pool administered by the State of Florida. Investments held in the SBA consist of short-term federal agency obligations, treasury bills, repurchase agreements and commercial paper. The City invests primarily in money market accounts, certificates of deposit, and the SBA.

The SBA has established the Florida PRIME whereby participants own a share of the respective pool and not the underlying securities.

The Florida PRIME (formerly known as Pool or Fund A) is an external investment pool that meets all of the necessary criteria to elect to measure all of the investments in the Florida PRIME at amortized cost. Therefore, the City's investment in Florida PRIME is reported at amortized cost. The fair value of the position in the pool is equal to the value of the pool's shares. The Florida PRIME is rated by Standard and Poor's and is currently rated AAAm. The weighted average days to maturity (WAM) at September 30, 2019 is 37 days, and the weighted average life is 85 days. Next interest rate reset dates are used in the calculation of the WAM.

The Florida PRIME did not participate in a securities lending program in the year ended September 30, 2019, nor was it exposed to any foreign currency risk. The SBA provides separate financial statements for the Florida PRIME (unaudited) as of and for the period ending June 30 which can be obtained at [www.sbafla.com/prime/home.aspx](http://www.sbafla.com/prime/home.aspx). It does not issue financial statements as of and for the period ending September 30.

At September 30, 2019, there were no redemption fees or maximum transfer amounts, or any other requirements that serve to limit a participant's daily access to 100% of their account balance. With regard to liquidity fees, the SBA has the authority to impose penalties for early withdrawal, but has not made any required disclosures relating to these fees. The SBA also has the authority to limit contributions or withdrawals for up to 48 hours in the event of an occurrence or event that has a material impact on the liquidity of the Florida PRIME. No such limitation took place during the year ended September 30, 2019.

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**4. Cash and Cash Equivalents and Investments - Continued**

As of September 30, 2019, financial instruments that potentially expose the City to concentration of credit risk, as defined by U.S. generally accepted accounting principles, consisted of cash and cash equivalent accounts in high quality financial institutions. All of the City's deposits are insured by FDIC, a state depository insurance fund or a multiple financial institution collateral pool.

Cash and cash equivalents at September 30, 2019 consisted of the following:

	General Fund	Other Governmental Funds	Enterprise Funds	Total All Funds
Cash and cash equivalents:				
Current assets:				
Demand deposits	\$ 86,965	8,541	82,863	178,369
Certificates of deposit	12,500	250,748	-	263,248
Money market funds	109,252	647,012	129,231	885,495
State Board of Administration - PRIME	6,806	44,633	-	51,439
Total current assets	<u>215,523</u>	<u>950,934</u>	<u>212,094</u>	<u>1,378,551</u>
Restricted assets:				
Certificates of deposit	-	-	120,705	120,705
Money market funds	-	-	113,832	113,832
State Board of Administration - PRIME	-	-	17,113	17,113
Total restricted assets	<u>-</u>	<u>-</u>	<u>251,650</u>	<u>251,650</u>
 Total cash and cash equivalents	 <u>\$ 215,523</u>	 <u>950,934</u>	 <u>463,744</u>	 <u>1,630,201</u>

**5. Receivables**

Receivables at September 30, 2019 consist of the following:

	General Fund	Gasoline Tax Road	Water Fund	Sanitation Fund	Total
Receivables:					
Franchise and utility taxes	\$ 8,805	-	-	-	8,805
Intergovernmental	15,497	4,553	-	-	20,050
Customer accounts	-	-	100,576	49,761	150,337
	<u>24,302</u>	<u>4,553</u>	<u>100,576</u>	<u>49,761</u>	<u>179,192</u>
Less allowance for doubtful accounts	<u>-</u>	<u>-</u>	<u>(59,000)</u>	<u>(33,000)</u>	<u>(92,000)</u>
	<u>\$ 24,302</u>	<u>4,553</u>	<u>41,576</u>	<u>16,761</u>	<u>87,192</u>

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**6. Capital Assets**

Capital asset activity for the year ended September 30, 2019 was as follows:

	Beginning balance	Increases	Decreases	Transfer	Ending balance
<b>Governmental activities:</b>					
Capital assets, not being depreciated:					
Land	\$ 378,749	-	-	-	378,749
Total capital assets, not being depreciated	<u>378,749</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>378,749</u>
Capital assets, being depreciated:					
Building	153,685	-	-	-	153,685
Improvements	1,574,711	-	-	-	1,574,711
Equipment	87,823	6,802	(1,610)	-	93,015
Vehicles	25,529	-	-	-	25,529
Infrastructure	998,609	-	-	-	998,609
Total capital assets being depreciated	<u>2,840,357</u>	<u>6,802</u>	<u>(1,610)</u>	<u>-</u>	<u>2,845,549</u>
Less accumulated depreciation for:					
Buildings	(145,450)	(2,042)	-	-	(147,492)
Improvements	(1,118,415)	(54,976)	-	-	(1,173,391)
Equipment	(82,162)	(2,982)	1,610	-	(83,534)
Vehicles	(21,596)	(2,065)	-	-	(23,661)
Infrastructure	(554,580)	(46,184)	-	-	(600,764)
Total accumulated depreciation	<u>(1,922,203)</u>	<u>(108,249)</u>	<u>1,610</u>	<u>-</u>	<u>(2,028,842)</u>
Total capital assets, being depreciated, net	<u>918,154</u>	<u>(101,447)</u>	<u>-</u>	<u>-</u>	<u>816,707</u>
Governmental activities capital assets, net	<u>\$ 1,296,903</u>	<u>(101,447)</u>	<u>-</u>	<u>-</u>	<u>1,195,456</u>
<b>Business-type activities:</b>					
Capital assets being depreciated:					
Vehicles	15,556	-	-	-	15,556
Equipment	60,150	8,200	-	-	68,350
Water distribution system	1,529,648	-	-	-	1,529,648
Water treatment plant	2,085,432	-	(29,566)	-	2,055,866
Water well	50,555	-	-	-	50,555
Total capital assets being depreciated	<u>3,741,341</u>	<u>8,200</u>	<u>(29,566)</u>	<u>-</u>	<u>3,719,975</u>
Less accumulated depreciation for:					
Vehicles	(15,556)	-	-	-	(15,556)
Equipment	(56,694)	(1,130)	-	-	(57,824)
Water distribution system	(541,179)	(38,242)	-	-	(579,421)
Water treatment plant	(685,502)	(65,946)	15,645	-	(735,803)
Water well	(21,399)	(1,011)	-	-	(22,410)
Total accumulated depreciation	<u>(1,320,330)</u>	<u>(106,329)</u>	<u>15,645</u>	<u>-</u>	<u>(1,411,014)</u>
Total capital assets, being depreciated, net	<u>2,421,011</u>	<u>(98,129)</u>	<u>(13,921)</u>	<u>-</u>	<u>2,308,961</u>
Business-type activities capital assets, net	<u>\$ 2,421,011</u>	<u>(98,129)</u>	<u>(13,921)</u>	<u>-</u>	<u>2,308,961</u>

**CITY OF COLEMAN, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**6. Capital Assets – continued**

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

Governmental activities:	
General government	\$ 7,447
Transportation	204
Public safety	2,231
Physical environment	48,328
Culture and recreation	<u>50,039</u>
 Total depreciation expense - governmental activities	 <u>\$ 108,249</u>
Business-type activities:	
Water utility	106,329
Sanitation	<u>-</u>
	<u>\$ 106,329</u>

**7. Individual Fund Disclosures**

Interfund receivables and payables at September 30, 2019 consist of the following:

	<u>Due from other funds</u>	<u>Due to other funds</u>
Major Funds:		
General Fund	\$ 84,471	-
Gasoline Tax Road Fund	-	27,836
Community Redevelopment Area	-	469
Water Utility Fund	-	8,998
Sanitation Fund	-	32,729
Nonmajor Governmental Funds:		
Cemetery Fund	<u>-</u>	<u>14,439</u>
	<u>\$ 84,471</u>	<u>84,471</u>

The outstanding balances between funds result mainly from the time lag between the dates that interfund goods and services are provided or reimbursable expenditures occur and when payments between funds are made.



**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**8. Long-term Debt**

**Enterprise Fund – Water Utility Fund Bond Issue**

In January 1997, the U.S. Department of Agriculture (U.S.D.A.), Rural Utilities Service, provided funding in the aggregate principal amount of \$700,000, issued as a Water Revenue Bond, Series 1996, 5% interest, with maturity in 40 years. The funds provided partial financing for a municipal water system. Additional funding from a grant of \$587,776 from Rural Utilities Service supplemented the costs to construct the municipal water system.

The water revenue bonds do not constitute a general indebtedness of the City, but are payable solely from and are collateralized by the net revenues derived from the water utility system.

The water bond ordinance provides for the creation and establishment of the following funds and accounts in order of priority of monthly revenue transfers:

- A. Revenue account – Deposit all gross revenues of the system.
- B. Operation and maintenance account – Deposit a sufficient sum to pay the costs of operation and maintenance for the next ensuing month.
- C. Interest accounts – Deposit 1/12 of the interest becoming due on the next annual interest payment.
- D. Principal account – Deposit 1/12 of the principal becoming due on the next annual maturity date for the bonds.
- E. Bond amortization account – Deposit equal monthly amounts sufficient to pay the bond amortization installment due in such year.
- F. Reserve account – Deposit equal monthly payments such that the "maximum annual debt service requirement" (\$41,545) will be on deposit by the end of the tenth bond year.
- G. Renewal and replacement account – Deposit 1/12 of 10% of the gross revenues of the system for the previous fiscal year until the balance is equal to 5% of the value of the fixed assets of the system.

The City is obligated by bond covenant to charge and collect rates and charges in each year which will be sufficient to pay all costs of operation and maintenance, plus 110% of the bond debt service requirements due in such fiscal years, as well as funding a debt service reserve fund as required by the bond covenants.

Under terms of the water revenue bonds, upon any default as specified in the bond documents (failure in the observance or performance of any of the applicable covenants of the issuing ordinance, as listed above, or failure to pay amounts when due), the owner of the bonds may protect and enforce any and all rights, including the right to the appointment of a receiver, and may enforce and compel the performance of all duties required. Placing a lien on the system or any other real or tangible personal property of the City shall not be granted as a remedy of the default.

**CITY OF COLEMAN, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**8. Long-term Debt - continued**

**Enterprise Fund – Water Utility Fund Bond Issue**

Revenue bond debt service requirements to maturity are as follows:

Fiscal year ending <u>September 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 18,100	23,395	41,495
2021	19,000	22,490	41,490
2022	20,000	21,540	41,540
2023	21,000	20,540	41,540
2024	22,000	19,490	41,490
2025-2029	127,800	79,795	207,595
2030-2034	162,900	44,495	207,395
2035-2036	77,100	5,830	82,930
	<u>\$ 467,900</u>	<u>237,575</u>	<u>705,475</u>

Changes in long-term debt obligations

	<u>Beginning balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending balance</u>
<b>Business type activities:</b>				
Water revenue bond	\$ 485,100	-	(17,200)	467,900
Net pension liability	42,961	-	(5,416)	37,545
Total	<u>\$ 528,061</u>	<u>-</u>	<u>(22,616)</u>	<u>505,445</u>
<b>Governmental activities:</b>				
Net pension liability	<u>\$ 130,225</u>	<u>-</u>	<u>(10,241)</u>	<u>119,984</u>

**9. Pension Plans**

***Defined Benefit Plans***

The City participated in two defined benefit pension plans that are administered by the State of Florida, Department of Management Services, Division of Retirement. The plans provide retirement, disability or death benefits to retirees or their designated beneficiaries. Chapter 121, Florida Statutes, establishes the authority for benefit provisions. Changes to the law can only occur through an act of the Florida Legislature. The State of Florida issues a publicly available financial report that includes financial statements and required supplementary information for the plans. That report may be obtained by writing to the Division of Retirement, PO Box 9000, Tallahassee, Florida, 32315-9000 or by calling (850) 488-6491.

**CITY OF COLEMAN, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**9. Pension Plans - continued**

The Florida Retirement System (FRS) Pension Plan is a cost-sharing, multiple-employer qualified defined benefit pension plan with a Deferred Retirement Option Program (DROP) available for eligible employees. The FRS was established and is administered in accordance with Chapter 121, Florida Statutes. The Florida Legislature establishes and amends the contribution requirements and benefit terms of the FRS Pension Plan. Retirees receive a lifetime pension benefit with joint and survivor payment options. FRS membership is compulsory for employees filling regularly established positions in a state agency, county agency, state university, state community college, or district school board, unless restricted from FRS membership under Sections 121.053 and 121.122, Florida Statutes, or allowed to participate in a defined contribution plan in lieu of FRS membership. Participation by cities, municipalities, special districts, charter schools and metropolitan planning organizations is optional.

The Retiree Health Insurance Subsidy (HIS) Program is a cost-sharing, multiple employer defined benefit pension plan established and administered in accordance with Section 112.363, Florida Statutes. The Florida Legislature establishes and amends the contribution requirements and benefit terms of the HIS Program. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. To be eligible to receive an HIS benefit, a retiree under one of the state administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

*Benefits Provided*

FRS members are eligible for retirement after vesting, which occurs at 6 years (8 years after July 1, 2011) of creditable service for regular members. Normal retirement age is attained at the earlier of 30 years of creditable service regardless of age or retirement at age 62 with at least 6 years of creditable service. Early retirement may be taken anytime; however, there is a 5 percent benefit reduction for each year prior to normal retirement age. Members are also eligible for in-line-of duty or regular disability benefits if permanently disabled and unable to work. Benefits are computed on the basis of age, average final compensation and service credit.

Eligible retirees and beneficiaries receive monthly HIS payments equal to the number of years of service credited at retirement multiplied by \$5. The minimum payment is \$30 and the maximum payment is \$150 per month, pursuant to Section 112.363, Florida Statutes.

*Contributions*

The City is required to contribute at an actuarially determined rate. The contribution requirements of plan members and the City are established and may be amended by the Florida Legislature. Employees are required to contribute 3% of their salary to the FRS. The City's contribution rates during the year ended September 30, 2019, were as follows:

	<u>FRS</u>	<u>HIS</u>	<u>Total</u>
Regular Employees	6.60-6.81%	1.66%	8.26-8.47%
Special Risk Employees	22.84-23.82%	1.66%	24.50-25.48%
DROP Employees	12.37-12.94%	1.66%	14.03-14.60%
Retired Employees	3.50-3.56%	1.66%	5.16-5.22%

The City's contributions for the year ended September 30, 2019 were \$10,719 to the FRS and \$2,613 to the HIS, totaling \$13,332.

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**9. Pension Plans - continued**

*Pension Liabilities and Pension Expense*

At September 30, 2019, the City reported a liability for its proportionate shares of the net pension liabilities. The net pension liability for the FRS Pension Plan was measured as of July 1, 2019 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation dated July 1, 2019. The HIS program valuation is updated biannually and the most recent actuarial valuation was prepared as of July 1, 2018 and update procedures were used to determine liabilities as of June 30, 2019. The City's proportions of the net pension liabilities were based on the City's share of contributions to the pension plans relative to the contributions of all participating entities, actuarially determined.

	<u>FRS</u>	<u>HIS</u>	<u>Total</u>
Net pension liability at September 30, 2019	\$ <u>110,060</u>	\$ <u>47,469</u>	\$ <u>157,529</u>
Proportion at:			
September 30, 2018	0.00000385092	0.00000540374	
September 30, 2019	0.00000319584	0.00000424245	
Pension expense (benefit), year ended			
September 30, 2019	\$ <u>16,298</u>	<u>2,219</u>	<u>18,517</u>

*Deferred Outflows/Inflows of Resources Related to Pensions*

At September 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>FRS</u>		<u>HIS</u>	
	<u>Deferred</u>	<u>Deferred</u>	<u>Deferred</u>	<u>Deferred</u>
	<u>Outflows of</u>	<u>Inflows of</u>	<u>Outflows of</u>	<u>Inflows of</u>
	<u>Resources</u>	<u>Resources</u>	<u>Resources</u>	<u>Resources</u>
Differences between expected and actual experience	\$ 6,528	(68)	577	(58)
Changes of assumptions	28,269		5,493	(3,880)
Net difference between projected and actual earnings on pension plan investments		(6,089)	31	
Changes in proportion and differences between employer contributions and proportionate share of contributions	14,553	(23,050)	10,234	(14,863)
City contributions subsequent to the measurement date	<u>2,333</u>		<u>538</u>	
Total	<u>\$51,683</u>	<u>\$ (29,207)</u>	<u>\$16,873</u>	<u>\$ (18,801)</u>

**CITY OF COLEMAN, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**9. Pension Plans - continued**

Deferred outflows of resources related to employer contributions paid subsequent to the measurement date and prior to the employer's fiscal year end will be recognized as a reduction of the net pension liability in the reporting period ending September 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension expense will be recognized as follows:

Year ending September 30,	FRS <u>Expense</u>	HIS <u>Expense</u>
2020	\$ 7,303	( 1,050)
2021	2,207	( 840)
2022	5,327	( 462)
2023	4,020	336
2024	1,040	( 63)
Thereafter	<u>246</u>	<u>( 387)</u>
Total	<u>\$ 20,143</u>	<u>(\$ 2,466)</u>

*Actuarial Assumptions*

The total pension liability for each of the defined benefit plans was determined by an actuarial valuation as of July 1, 2019, using the individual entry age normal actuarial cost method and the following significant actuarial assumptions:

	<u>FRS</u>	<u>HIS</u>
Inflation	2.60%	2.60%
Payroll growth	3.25%	3.25%
Investment rate of return	6.90%	N/A

Mortality assumptions for both plans were based on the Generational RP-2000 with Projections Scale BB tables.

Actuarial assumptions for both cost-sharing defined benefit plans are reviewed annually by the Florida Retirement System Actuarial Assumptions Conference. The FRS Pension Plan has a valuation performed annually. The HIS Program has a valuation performed biennially that is updated for GASB reporting in the year a valuation is not performed. The most recent actuarial valuation for the HIS Program was July 1, 2018. The most recent experience study for the FRS Pension Plan was completed in 2019 for the period July 1, 2013, through June 30, 2018. Because the HIS Program is funded on a pay-as-you-go basis, no experience study has been completed for this program. The actuarial assumptions that determined the total pension liability for the HIS Program were based on certain results of the most recent experience study for the FRS Pension Plan.

The following changes in actuarial assumptions occurred in 2019:

FRS: The long-term expected investment rate of return decreased from 7.00% to 6.90%.

HIS: The municipal bond rate used to determine the total pension liability increased from 3.87% to 3.50%.

To develop an analytical basis for the selection of the long-term expected rate of return assumption, the FRS Actuarial Assumptions Conference reviewed long-term assumptions developed by both the FRS actuary's capital market assumptions team and by a capital market assumptions team from consultants to the State Board of Administration. The table below summarizes the key assumptions for each of the asset classes in which the plan was invested at that time based on the long-term target asset allocation. The allocation policy's description of each asset class was used to map the target allocation to the asset classes below.

**CITY OF COLEMAN, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**9. Pension Plans - continued**

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>
Cash	1%	3.3%	3.3%
Fixed income	18%	4.1%	4.1%
Global equity	54%	8.0%	6.8%
Real estate (property)	11%	6.7%	6.1%
Private equity	10%	11.2%	8.4%
Strategic investments	6%	5.9%	5.7%
	<u>100%</u>		
Assumed inflation rate			2.6%

The long-term expected investment rate of return was not based on historical returns, but instead was based on a forward-looking capital market economic model. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption.

*Discount rate*

The discount rate used to measure the total pension liability for FRS was 6.90%. FRS' fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

Because the HIS Program uses a pay-as-you-go funding structure, a municipal bond rate of 3.50% was used to determine the total pension liability for the program. The Bond Buyer General Obligation Bond 20-Bond Municipal Bond Index was used as the applicable municipal bond index.

*Sensitivity Analysis*

The following tables demonstrate the sensitivity of the net pension liability to changes in the discount rate. The sensitivity analysis shows the impact to the City's proportionate share of the net pension liability if the discount rate was 1% higher or 1% lower than the current discount rate.

	<u>FRS</u>			<u>HIS</u>		
	<u>Current Discount</u>			<u>Current Discount</u>		
	1% Decrease (5.90%)	Rate (6.90%)	1% Increase (7.90%)	1% Decrease (2.50%)	Rate (3.50%)	1% Increase (4.50%)
City's proportionate share of the net pension liability	\$190,257	\$110,060	\$43,082	\$54,188	\$47,469	\$43,667

*Pension Plans' Fiduciary Net Position*

Detailed information about the pension plan's fiduciary net position is available in the State's separately issued financial reports.

*Payables to the Pension Plans*

As of September 30, 2019, the City had no outstanding payable to the plans for regular employee and employer contributions that were legally required to be paid to the plans but not remitted prior to the end of the year.

**CITY OF COLEMAN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**

**10. Commitments and Contingencies**

- A. Litigation – During the ordinary course of its operations, the City is party to various claims, legal actions and complaints. Some of these matters are covered by the City's insurance program. While the ultimate effect of litigation cannot be ascertained at this time, management believes, based on the advice of legal counsel, that there will be no material effect on the City's financial position and/or that the City has sufficient insurance coverage to cover any claims.
- B. Risk management – The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City has obtained insurance from commercial underwriters for all the aforementioned risks except workers' compensation. For workers' compensation, the City has joined with other local governments in the State participating in the Florida League of Cities Municipal Self-Insurance Program (Program), a public entity risk pool currently operating as a common risk management and insurance program. The interlocal agreement with the Program provides that the Program will be self-sustaining through member premiums and will reinsure through commercial companies. There have been no significant reductions in insurance coverage from the prior year. No settlements have exceeded the City's insurance coverage for each of the past three fiscal years.
- C. Grants – The federal financial assistance awards are subject to audit and adjustment by the grantor agencies. Such audits could result in a request for reimbursement for disallowed expenditures under the terms and conditions of the contract. The amount, if any, of expenditures which may be disallowed by the grantor agencies cannot be determined at this time although the City expects such amounts, if any, not to be material.
- D. Police Protection Agreement – The City dissolved its Police Department and entered into an interlocal agreement with the Sumter County Sheriff's Department to provide police protection. The agreement covered the five-year period from October 1, 2014 to September 30, 2019. That agreement was renewed and covers the five-year period from October 1, 2019 to September 30, 2024. Cancellation by either party may be made provided notification is made eighteen months prior to the requested termination date. The City paid \$79,836 for such services during the year.

**11. Subsequent Events**

Management has evaluated subsequent events through April 20, 2020, the date which the financial statements were available to be issued.

**12. New Accounting Standards**

The Governmental Accounting Standards Board (GASB) issued several pronouncements that are effective for these financial statements. These are:

- GASB Statement 75 - Accounting and Financial Reporting for OPEB (Employers)
- GASB Statement 83 - Asset Retirement Disclosures
- GASB Statement 85 - Omnibus
- GASB Statement 86 - Certain Debt Extinguishment Issues
- GASB Statement 88 - Certain Debt Disclosures

The City has reviewed each statement and determined only GASB Statement 88 had any discernable impact in these financial statements. The implementation of this standard had no effect on the change in net position, but did impact certain disclosures related to long-term debt – see Note 8.

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## **REQUIRED SUPPLEMENTARY INFORMATION**

### Budgetary Comparison Schedules

- General Fund
- Gasoline Tax, Roads Fund
- Community Redevelopment Area Fund

**CITY OF COLEMAN, FLORIDA**  
**General Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2019

	Budgeted Amounts		Variance with Final Budget - Positive (Negative)
	Original and Final	Actual	
<b>Revenues</b>			
Intergovernmental revenues:			
State revenue sharing	\$ 34,847	35,087	240
Alcoholic beverage license	196	98	(98)
Mobile home licenses	125	65	(60)
Half-cent government sales tax	50,358	51,423	1,065
Local government infrastructure surtax	100,004	95,650	(4,354)
Grants	100,000	5,453	(94,547)
Total intergovernmental revenues	<u>285,530</u>	<u>187,776</u>	<u>(97,754)</u>
Taxes:			
Communications services tax	14,269	14,541	272
Ad valorem taxes	69,400	67,801	(1,599)
Franchise fees	36,500	40,747	4,247
Utility service taxes	45,145	50,497	5,352
Total taxes	<u>165,314</u>	<u>173,586</u>	<u>8,272</u>
Licenses and permits:			
Business tax receipt	1,400	1,764	364
Total licenses and permits	<u>1,400</u>	<u>1,764</u>	<u>364</u>
Fines and forfeits:			
Court fines	1,230	1,098	(132)
Total fines and forfeitures	<u>1,230</u>	<u>1,098</u>	<u>(132)</u>
Miscellaneous revenues:			
Investment earnings	900	1,939	1,039
Rents	5,000	3,525	(1,475)
Other	525	372	(153)
Total miscellaneous revenues	<u>6,425</u>	<u>5,836</u>	<u>(589)</u>
Total revenues	<u>\$ 459,899</u>	<u>370,060</u>	<u>(89,839)</u>

(Continued)

**CITY OF COLEMAN, FLORIDA**  
**General Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2019

	Budgeted Amounts <u>Original and Final</u>	<u>Actual</u>	Variance with Final Budget - Positive (Negative)
<b>Expenditures:</b>			
General government:			
Legislative:			
Personal services	\$ 15,922	15,532	390
Executive:			
Personal services	18,785	22,818	(4,033)
Financial and administrative:			
Personal services	39,587	41,115	(1,528)
Operating expenditures	42,725	38,898	3,827
Capital outlay	7,000	6,802	198
Total financial and administrative	89,312	86,815	2,497
Other governmental services:			
Personal services	58,926	44,647	14,279
Operating expenditures	17,585	16,609	976
Total other governmental services	76,511	61,256	15,255
Legal counsel:			
Operating expenditures	17,850	13,365	4,485
Comprehensive planning:			
Personal services	1,295	1,058	237
Total comprehensive planning	1,295	1,058	237
Total general government	219,675	200,844	18,831
Public safety:			
Law enforcement:			
Operating expenditures	90,153	85,196	4,957
Total law enforcement	90,153	85,196	4,957
Total public safety	90,153	85,196	4,957

(Continued)

**CITY OF COLEMAN, FLORIDA**  
**General Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2019

	Budgeted Amounts		Variance with Final Budget - Positive (Negative)
	Original and Final	Actual	
Culture and recreation:			
Community hall:			
Operating expenditures	\$ 13,300	7,768	5,532
Parks and recreation:			
Personal services	4,547	11,795	(7,248)
Operating expenditures	13,915	15,714	(1,799)
Capital outlay	100,000	-	100,000
Total parks and recreation	118,462	27,509	90,953
Total culture and recreation	131,762	35,277	96,485
Total expenditures	441,590	321,317	120,273
Excess of revenues over expenditures	18,309	48,743	30,434
<b>Other financing sources(uses):</b>			
Transfers out	(8,000)	(492)	7,508
Total other financing sources (uses)	(8,000)	(492)	7,508
Excess of revenues and other financing sources (uses) over expenditures	10,309	48,251	37,942
<b>Fund balance</b>			
Beginning of year	-	260,719	260,719
End of year	\$ 10,309	308,970	298,661

**CITY OF COLEMAN, FLORIDA**  
**Gasoline Tax, Roads Special Revenue Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2019

	Budgeted Amounts		Variance with Final Budget- Positive (Negative)
	Original and Final	Actual	
<b>Revenues</b>			
Intergovernmental:			
Local option gas tax	\$ 33,432	35,190	1,758
State revenue sharing, fuel tax	10,450	10,398	(52)
Gas tax, 9th cent	5,572	6,141	569
Hurricane relief	-	6,397	6,397
Total intergovernmental	49,454	58,126	8,672
Investment earnings	1,100	1,464	364
Total revenues	50,554	59,590	9,036
<b>Expenditures</b>			
Current			
Transportation:			
Personal services	39,587	24,664	14,923
Operating expenditures	49,725	47,310	2,415
Total expenditures	89,312	71,974	17,338
Excess of expenditures over revenues	(38,758)	(12,384)	26,374
<b>Fund balance</b>			
Beginning of year	-	594,449	594,449
End of year	\$ (38,758)	582,065	620,823

**CITY OF COLEMAN, FLORIDA**  
**Community Redevelopment Area Special Revenue Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2019

	Budgeted Amounts Original and Final	Actual	Variance with Final Budget- Positive (Negative)
<b>Revenues</b>			
Intergovernmental	\$ 20,000	21,430	1,430
Investment earnings	115	219	104
Total revenues	20,115	21,649	1,534
<b>Expenditures</b>			
Physical environment:			
Operating expenditures	82,900	695	82,205
Total expenditures	82,900	695	82,205
Excess of revenues over (under) expenditures	(62,785)	20,954	83,739
<b>Fund balance</b>			
Beginning of year	-	273,602	273,602
End of year	\$ (62,785)	294,556	357,341

**CITY OF COLEMAN, FLORIDA**  
**Notes to Required Supplementary Information**  
**September 30, 2019**

**1. Summary of Significant Budget Policies**

The City Council annually adopts budgets for the General Fund and Special Revenue Funds. All appropriations are legally controlled at the function level for the General Fund and Special Revenue Funds. On September 24, 2018 the City Council approved the original adopted budget.

The budgets are integrated into the accounting system, and the budgetary data, as presented in the financial statements for all funds with annual budgets, compare the expenditures with the budget. All budgets are presented on the modified accrual basis of accounting. Accordingly, the accompanying Budgetary Comparison Schedules for the General and Special Revenue Funds present actual expenditures in accordance with U.S. generally accepted accounting principles on a basis consistent with the legally adopted budgets as amended. Unexpended appropriations on annual budgets lapse at the end of each fiscal year.

**CITY OF COLEMAN FLORIDA**  
**Schedule of the Proportionate Share of Net Pension Liability**

**Florida Retirement System**  
Last Ten Fiscal Years\*

	2019	2018	2017	2016	2015
City's proportion of the net pension liability	0.000319584%	0.000385092%	0.000298716%	0.000250567%	0.000305321%
City's proportionate share of the net pension liability	\$ 110,060	115,992	88,358	63,268	39,425
City's covered-employee payroll	\$ 140,488	148,421	138,349	127,719	121,212
City's proportionate share of the net pension liability as a percentage of its covered-employee payroll	78.34%	78.15%	63.87%	49.54%	32.53%
Plan fiduciary net position as a percentage of the total pension liability	82.61%	84.26%	83.89%	84.88%	92.00%

**Health Insurance Subsidy Program**  
Last Ten Fiscal Years\*

	2019	2018	2017	2016	2015
City's proportion of the net pension liability	0.000424245%	0.000540374%	0.000412214%	0.000432659%	0.000412125%
City's proportionate share of the net pension liability	\$ 47,469	57,194	44,076	50,425	42,030
City's covered-employee payroll	\$ 140,488	148,421	138,349	127,719	121,212
City's proportionate share of the net pension liability as a percentage of its covered-employee payroll	33.79%	38.53%	31.86%	39.48%	34.67%
Plan fiduciary net position as a percentage of the total pension liability	2.63%	2.15%	1.64%	0.97%	0.50%

*Data prior to 2014 is unavailable*

*\* The amounts presented for each fiscal year were determined as of 6/30*



**CITY OF COLEMAN, FLORIDA**  
**Schedule of the Pension Contributions**

**Florida Retirement System**  
Last Ten Fiscal Years\*

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contributions	\$ 10,719	10,746	9,472	7,281	6,862
Contributions in relation to the contractually required contribution	<u>(10,719)</u>	<u>(10,746)</u>	<u>(9,472)</u>	<u>(7,281)</u>	<u>(6,862)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
City's covered-employee payroll	\$ 140,488	148,421	138,349	127,719	121,212
Contributions as a percentage of covered-employee payroll	7.63%	7.24%	6.85%	5.70%	5.66%

**Health Insurance Subsidy Program**  
Last Ten Fiscal Years\*

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contributions	\$ 2,613	2,703	2,512	2,063	2,034
Contributions in relation to the contractually required contribution	<u>(2,613)</u>	<u>(2,703)</u>	<u>(2,512)</u>	<u>(2,063)</u>	<u>(2,034)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
City's covered-employee payroll	\$ 140,488	148,421	138,349	127,719	121,212
Contributions as a percentage of covered-employee payroll	1.86%	1.82%	1.82%	1.62%	1.68%

*Data prior to 2014 is unavailable*

*\* The amounts presented for each fiscal year were determined as of 6/30*

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**COMBINING AND INDIVIDUAL FUND  
STATEMENTS AND SCHEDULES**

**CITY OF COLEMAN, FLORIDA**  
**NONMAJOR GOVERNMENTAL FUNDS**  
**September 30, 2019**

**Special Revenue Fund**

Special revenue funds account for revenues from specific taxes or other earmarked revenue sources that, by law, are designated to finance particular functions or activities of government. The City has the following non-major special revenue fund and capital project fund:

**Municipal Cemetery**

To account for the revenues received for cemetery lot sales at Adamsville Cemetery and expenditures related thereto.

**Capital Project Fund**

**CDBG Housing Fund**

To account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

**CITY OF COLEMAN, FLORIDA**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
September 30, 2019

	Special Revenue Fund Municipal Cemetery	Capital Project Fund CDBG Housing	Total Nonmajor Governmental Funds
<b>Assets</b>			
Cash	\$ 47,347	-	47,347
 Total assets	\$ 47,347	-	47,347
 <b>Liabilities and fund balances</b>			
Liabilities:			
Accounts payable	\$ 32	-	32
Accrued liabilities	3,550	-	3,550
Due to other funds	14,439	-	14,439
Total liabilities	18,021	-	18,021
 Fund balances:			
Committed for:			
Cemetery	29,326	-	29,326
Unassigned	-	-	-
Total fund balances	29,326	-	29,326
 Total liabilities and fund balances	\$ 47,347	-	47,347

**CITY OF COLEMAN, FLORIDA**  
**Combining Statement of Revenues, Expenditures, and**  
**Changes in Fund Balances**  
**Nonmajor Governmental Funds**  
For the year ended September 30, 2019

	Special Revenue Fund <u>Municipal Cemetery</u>	Capital Project Fund <u>CDBG Housing</u>	Total Nonmajor Governmental Funds <u>                    </u>
<b>Revenues</b>			
Sales, cemetery lots	\$ 1,575	-	1,575
Investment earnings	<u>103</u>	-	<u>103</u>
Total revenues	<u>1,678</u>	<u>-</u>	<u>1,678</u>
<b>Expenditures</b>			
Physical environment:			
Operating expenditures	<u>4,648</u>	<u>7</u>	<u>4,655</u>
Total expenditures	<u>4,648</u>	<u>7</u>	<u>4,655</u>
Excess of expenditures over revenues	(2,970)	(7)	(2,977)
<b>Other financing sources:</b>			
Transfers in	<u>-</u>	<u>492</u>	<u>492</u>
Total other financing sources	<u>-</u>	<u>492</u>	<u>492</u>
Excess (deficiency) of revenues and other financing sources over expenditures	(2,970)	485	(2,485)
<b>Fund balance</b>			
Beginning of year	<u>32,296</u>	<u>(485)</u>	<u>31,811</u>
End of year	<u>\$ 29,326</u>	<u>-</u>	<u>29,326</u>

**CITY OF COLEMAN, FLORIDA**  
**Municipal Cemetery Special Revenue Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2019

	<u>Budgeted</u> <u>Amounts</u> <u>Original</u> <u>and</u> <u>Final</u>	<u>Actual</u>	<u>Variance with</u> <u>Final Budget-</u> <u>Positive</u> <u>(Negative)</u>
<b>Revenues</b>			
Sales, cemetery lots	\$ 1,050	1,575	525
Investment earnings	<u>80</u>	<u>103</u>	<u>23</u>
Total revenues	<u>1,130</u>	<u>1,678</u>	<u>548</u>
<b>Expenditures</b>			
Physical environment:			
Operating expenditures	<u>6,345</u>	<u>4,648</u>	<u>1,697</u>
Total expenditures	<u>6,345</u>	<u>4,648</u>	<u>1,697</u>
Excess of expenditures over revenues	(5,215)	(2,970)	2,245
<b>Fund balance</b>			
Beginning of year	<u>-</u>	<u>32,296</u>	<u>32,296</u>
End of year	<u><u>\$ (5,215)</u></u>	<u><u>29,326</u></u>	<u><u>34,541</u></u>

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## STATUTORY SECTION

This section demonstrates compliance with  
*Government Auditing Standards* and the  
Rules of the Auditor General 10.550

# HOLLAND & REILLY

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DAVID S. HOLLAND, CPA

THOMAS F. REILLY, CPA

## **INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and City Council  
City of Coleman, Florida

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Coleman, Florida, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated April 20, 2020.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over financial reporting, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies in internal control over financial reporting. See Comments No. 2019-1 and 2019-2, on page 55.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The City of Coleman's response to our findings identified in our audit is described on page 58 of this report. We did not audit the City of Coleman's response, and accordingly, we express no opinion on it.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

April 20, 2020  
Orlando, Florida

*Holland & Reilly*

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## INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH FLORIDA STATUTES 218.415 – INVESTMENTS OF PUBLIC FUNDS

Honorable Mayor and City Council  
City of Coleman

We have examined the City of Coleman's (the City) compliance with Section 218.415, Florida Statutes during the fiscal year ended September 30, 2019. City management is responsible for the City's compliance with those requirements. Our responsibility is to express an opinion on the City's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the City complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the City complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the City's compliance with specified requirements.

In our opinion, the City of Coleman complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2019.

This report is intended solely for the information and use of the Florida Auditor General, the City Council of the City of Coleman, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Holland & Reilly*

Orlando, Florida  
April 20, 2020

**AUDITORS' COMMENTS – CURRENT YEAR  
(MANAGEMENT LETTER)**

**Significant Deficiencies**

**2019-1 Improve Knowledge of Internal Control Over Financial Reporting**

Professional Standards (AU-C 265, formerly Statement on Auditing Standard (SAS) No. 115) – *Communicating Internal Control Related Matters Identified in an Audit* addresses various control deficiencies in the design or operation of internal control and now requires the auditor to communicate such deficiencies in writing. One of those controls addresses "the person responsible for the accounting and reporting function lacks the skills and knowledge to apply generally accepted accounting principles (GAAP) in recording the entity's financial transactions or preparing its financial statements". We believe that this situation still exists at the City of Coleman for the year ended September 30, 2019.

We bring this condition to your attention in accordance with professional standards, but we recognize that it requires your assessment of a cost effective solution. Alternative solutions might include training accounting staff, hiring additional staff or engaging outside consultants or obtaining assistance from knowledgeable volunteers to prepare financial statements in accordance with generally accepted accounting principles. We understand the City has determined it is in its best interest to continue to outsource this task to its independent auditors.

**2019-2 Lack of Segregation of Duties**

The small size of the City's accounting staff precludes certain internal controls and the segregation of duties afforded by a larger staff. The Financial and Operations Manager performs all of the accounting tasks. She receives invoices, approves them for payment, prepares checks, mails out the checks, prepares bank reconciliations, and posts activity into the general ledger and the utility system computer package. The lack of segregation of duties increases the potential for error.

We recommend that the City implement any practical controls to overcome this inherent weakness in internal control. We noted that the Financial and Operations Manager is not an authorized check signer, which we believe is an excellent policy. We also noted that another person is the primary cashier for utility customer payments, and makes bank deposits. We continue to recommend that management and the City Council remain closely involved in the financial affairs of the City to provide oversight and independent review functions.

## SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

### Prior Year Comment

### Status

#### Significant Deficiency

<b>2018-1</b> Improve knowledge of internal control over financial reporting	Some improvement shown. See Comment No. 2019-1 in current year.
<b>2018-2</b> Lack of segregation of duties	Continued improvement. See Comment No. 2019-2 in current year.

Comments 2019-1 and 2019-2 have each been reported in the prior two audit reports.

## OTHER MATTERS REQUIRED BY THE RULES OF THE AUDITOR GENERAL

In accordance with the Rules of the Auditor General of the State of Florida, the following is noted:

1. The auditors applied financial condition assessment procedures per Auditor General Rule 10.556(8). It is management's responsibility to monitor the City's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by the same.
2. Based on our audit procedures performed, the City did not meet any of the conditions described in Florida Statutes Section 218.503 (1).

However, because of the losses incurred in the water fund in recent years, the City has faced deteriorating financial conditions. The City's water fund operations in each of the past nine years were as follows:

	Operating Income (Loss)	Investment Earnings	Interest Expense	Decrease in Net Position	Rate Covenant Ratio
2011	\$ (24,214)	\$ 1,994	\$ (29,371)	(51,591) *	0.72
2012	(27,179)	2,139	(29,194)	(53,179) **	1.26
2013	(23,898)	970	(28,576)	(53,607)	1.24
2014	(41,218)	(115)	(27,929)	(105,099) ***	0.80
2015	(29,206)	781	(26,111)	(55,317)	1.31
2016	(32,886)	233	(26,538)	(58,200)	1.24
2017	(36,641)	416	(25,790)	(61,586)	1.16
2018	(65,790)	694	(25,007)	(84,814) ****	1.11
2019	(87,616)	1,609	(24,183)	(112,111) *****	1.18

\* Absent the \$358,500 CDBG grant for capital improvements.

\*\* Absent the \$233,050 Energy grant for capital improvements.

\*\*\* Absent the \$494,462 transfer from the CDBG 2012 Fund related to the CDBG grant funding.

\*\*\*\* Absent the \$414,944 capital contributions of water utilities from Sumter County and the \$23,820 transfer in from the General Fund

\*\*\*\*\* Absent the \$74,979 from FEMA and the state for hurricane damage reimbursements.

It should be noted that depreciation expense (a non-cash item) of the water plant and equipment is a significant component of the expense for the Water Utility Fund. For the year ended September 30, 2019, depreciation expense was 36% of total operating expenses.

We have pointed out this declining trend to the City in the prior audit reports. We understand the City raised its water rates by an average of 12%, effective April 1, 2012, 1.63% effective October 1, 2013, 1.41% effective October 1, 2014, 1.57% effective October 1, 2015, 1.29% effective October 1, 2016, 1.51% effective October 1, 2017, 1.76% effective October 1, 2018, and 2.36% effective October 1, 2019, which provided for increased revenues. The City did not meet the rate covenant test in fiscal years ended September 30, 2011 and 2014. The City did meet the rate covenant ratio in the years ended September 30, 2015 through 2019. We strongly recommend the City continue to take the steps necessary to reverse these deteriorating financial conditions in the Water Utility Fund in order to be in compliance with its bond covenants.

# CITY OF COLEMAN

April 20, 2020

Ms. Sherrill F. Norman, CPA  
Auditor General  
State of Florida Office of Auditor General  
Claude Denson Pepper Building  
111 West Madison Street  
Tallahassee, Florida 32399-1450

RE: Annual Financial Report – September 30, 2019

Dear Ms. Norman:

With reference to the above report, I offer the following statement as the Chief Executive Officer of the City of Coleman:

**2019-1 Improve Knowledge of Internal Control Over Financial Reporting:**

The evaluation for the cost vs. benefit of establishing internal controls over the preparation of financial statements in accordance with generally accepted accounting principles (GAAP) has determined that it is in the City's best interests to outsource this task to our independent auditors, who are highly skilled in the preparation of governmental financial reports. It would be cost prohibitive to afford the salary of a qualified individual or fees for a second qualified accounting firm to perform this task. We still continue to review the financial statement draft, to have significant input into the management discussion and analysis and other pertinent sections and to ensure our auditors are independent of our internal control system.

**2019-2 Lack of Segregation of Duties:**

We will continue to provide management review and supervision as well as oversight by the City Council to address this inherent weakness in internal control for small cities like us.

As stated in the past, it has been the City's policy for the Mayor to inspect each invoice and the bills are listed for approval by the City Council. Each check requires two signatures. The Financial and Operations Manager lists the bills for approval of payments by the City Council and writes checks, but she has never been an authorized check signer. In an attempt to have some segregation of duties, the Public Services Director does perform the function of primary cashier for utility customers and makes deposits for the utility funds and CDBG fund.

If you have any question, please feel free to contact us.

Sincerely,



Milton Hill, Mayor

MH/aat