

**CITY OF COLEMAN, FLORIDA**

**Annual Financial Report**

**September 30, 2017**

**(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, 2017**

**CITY COUNCIL AND OFFICIALS**

Milton Hill	- Mayor
Richard Huff	- Council Member & Chairperson
Clay Godwin	- Council Member & Vice Chairperson
Mary Bigham	- Council Member
Brian Marx	- Council Member
Charles Felton	- 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, 2017**

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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**
- **INDIVIDUAL FUND STATEMENTS AND SCHEDULES**

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ASSOCIATION OF  
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, 2017, 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, 2017 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 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 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 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 10, 2018 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 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.



April 10, 2018  
Orlando, Florida

CITY OF COLEMAN, FLORIDA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
Year Ended September 30, 2017

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, 2017.

Financial Highlights

- The assets of the City exceeded its liabilities at the close of the most recent fiscal year by \$4,335,375 (net position). Of this amount, \$244,926 (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 \$175,892; however, the unrestricted net position increased by \$32,641.
- The City received \$20,701 from the Board of Sumter County Commissioners as tax increment revenue for the Coleman Community Redevelopment Area.
- The City Water Utility Fund incurred an operating loss of \$36,641; however it met the rate covenant required ratio of 1.1 (1.16).
- The City has a net pension liability of \$132,434.
- Under an interlocal agreement, the City paid \$76,920 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 with a millage rate of 5.0, generating \$59,316 in ad valorem taxes.

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.

## Overview of the Financial Statements – continued

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, two special revenue funds, Gasoline Tax Road Fund and Community Redevelopment Area Fund, and a capital project fund – CDBG Housing, all of which are identified as major funds. The City has another special revenue fund - Municipal Cemetery Fund, which is considered a non-major fund.

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, 2017 and 2016

	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
Current assets	\$ 1,260,623	1,224,987	187,022	183,031	1,447,645	1,408,018
Noncurrent assets	-	-	231,573	228,567	231,573	228,567
Capital assets	1,313,254	1,409,234	2,105,900	2,199,649	3,419,154	3,608,883
Deferred outflows of resources	35,019	30,496	20,430	18,916	55,449	49,412
Total	<u>2,608,896</u>	<u>2,664,717</u>	<u>2,544,925</u>	<u>2,630,163</u>	<u>5,153,821</u>	<u>5,294,880</u>
Current liabilities	90,255	39,471	41,171	40,340	131,426	79,811
Noncurrent liabilities	100,195	84,107	533,739	546,686	633,934	630,793
Deferred inflows of resources	50,122	66,627	2,964	6,382	53,086	73,009
Total liabilities	<u>240,572</u>	<u>190,205</u>	<u>577,874</u>	<u>593,408</u>	<u>818,446</u>	<u>783,613</u>
Net position:						
Net investment in capital assets	1,313,254	1,409,234	1,604,400	1,682,549	2,917,654	3,091,783
Restricted for law enforcement	17,712	17,712	-	-	17,712	17,712
Restricted for road projects	620,436	671,848	-	-	620,436	671,848
Restricted for community redevelopment area	290,334	272,332	-	-	290,334	272,332
Restricted for cemetery	34,762	37,027	-	-	34,762	37,027
Restricted for debt service/renewal	-	-	209,551	208,280	209,551	208,280
Unrestricted	91,826	66,359	153,100	145,926	244,926	212,285
Total net position	<u>\$ 2,368,324</u>	<u>2,474,512</u>	<u>1,967,051</u>	<u>2,036,755</u>	<u>4,335,375</u>	<u>4,511,267</u>

\$2,917,654 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.

\$1,172,795 or 27% 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 (\$244,926 or 6%) may be used to meet the City's ongoing obligations to citizens and creditors.

At September 30, 2017, 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.

Changes in Net Position  
For the years ended September 30, 2017 and 2016

	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
<b>Revenues:</b>						
<b>Program revenues</b>						
Charges for services	\$ 8,717	24,387	269,436	255,964	278,153	280,351
Operating grants and contributions	75,134	28,325	-	-	75,134	28,325
Capital grants and contributions	-	3,402	-	-	-	3,402
<b>Total program revenues</b>	<b>83,851</b>	<b>56,114</b>	<b>269,436</b>	<b>255,964</b>	<b>353,287</b>	<b>312,078</b>
<b>General revenues</b>						
Ad valorem taxes	59,316	-	-	-	59,316	-
Franchise and utility taxes	79,363	78,353	-	-	79,363	78,353
Motor fuel taxes	46,565	45,637	-	-	46,565	45,637
Sales tax	135,518	129,857	-	-	135,518	129,857
Intergovernmental revenues	70,655	71,448	-	-	70,655	71,448
Investment earnings	1,326	784	442	260	1,768	1,044
Miscellaneous revenue	459	753	-	-	459	753
Transfers	-	-	-	-	-	-
<b>Total general revenues</b>	<b>393,202</b>	<b>326,832</b>	<b>442</b>	<b>260</b>	<b>393,644</b>	<b>327,092</b>
<b>Total revenues</b>	<b>477,053</b>	<b>382,946</b>	<b>269,878</b>	<b>256,224</b>	<b>746,931</b>	<b>639,170</b>
<b>Expenses:</b>						
General government	186,409	173,897	-	-	186,409	173,897
Transportation	91,657	62,510	-	-	91,657	62,510
Public safety	84,568	94,971	-	-	84,568	94,971
Physical environment	132,217	80,654	-	-	132,217	80,654
Culture and recreation	88,390	64,908	-	-	88,390	64,908
Water utility	-	-	249,670	234,204	249,670	234,204
Sanitation	-	-	89,912	82,636	89,912	82,636
<b>Total expenses</b>	<b>583,241</b>	<b>476,940</b>	<b>339,582</b>	<b>316,840</b>	<b>922,823</b>	<b>793,780</b>
Increase (decrease) in net position	(106,188)	(93,994)	(69,704)	(60,616)	(175,892)	(154,610)
Net position - beginning	2,474,512	2,568,506	2,036,755	2,097,371	4,511,267	4,665,877
Net position - ending	\$ 2,368,324	2,474,512	1,967,051	2,036,755	4,335,375	4,511,267

During this fiscal year, the City's net position decreased by \$175,892 or 3.9%, primarily due to the expenses exceeding revenues in both the governmental and business-type activities.

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.

The City's total revenues increased from \$382,946 to \$477,053 due to the first year implementation of ad valorem taxes (\$59,316) and funds received under the CDBG Housing grant.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$1,170,368.

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 \$200,411. 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 64% or approximately 7½ 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 \$69,704. The Water Utility Fund experienced a net decrease of \$61,586. Depreciation, a non-cash expense, accounted for 43% of total operating expenses. This is the tenth consecutive year in which the Water Utility Fund generated a net operating loss. In the current year the Water Utility Fund met the rate covenant required by the bond ordinances. In the prior two 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, 2013 by 1.63%, by 1.41% on October 1, 2014, by 1.57% on October 1, 2015, and by 1.29% on October 1, 2016, 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 cost; thus, they should 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 net decrease of \$8,118 due to the increase in personnel costs, offset by a decrease in depreciation expense.

## 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 \$100,069, primarily due to budgeted grant funds of \$100,000 not being received. Total actual expenditures in the General Fund were less than the budget by \$101,261, primarily due to budgeted capital outlay expenditures that were not made.

### 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, 2017, amounted to \$3,419,154 (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 \$8,504 in the governmental activities and \$4,700 in the business-type activities. The City did not dispose of any capital assets this year.
- The Water Utility Bonds were reduced by \$15,600 and interest incurred totaled \$25,790.

### 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, 2018, the millage rate will be 4.7538 which is equal to the rolled back rate.
- The City received two (2) Florida Recreation Development Assistance Grants through the Florida Department of Environmental Protection for Dunklin Riser Park and J.L. Rowe Park. The grants are for \$50,000 each. Due to the higher construction cost, funding from the CRA Fund will also be utilized for the improvements of both parks.
- The City is raising its Water Rates by 1.51% effective October 1, 2017 in accordance with the price index increase for Water & Wastewater Utilities established by the Florida Public Service Commission.
- The City has a \$600,000 Community Development Block Grant (CDBG) in the Housing Rehabilitation Category through the Florida Department of Economic Opportunity. The City has budgeted \$502,550 to be expended in the year ended September 30, 2018. The City has also budgeted \$25,000 for housing rehabilitation in the CRA fund as leverage for the CDBG.
- Due to the uncertainty of Federal and State reimbursements, the City is unable to assess the financial impact of Hurricane Irma at this time.

### 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, 2017

	Primary Government		
	Governmental Activities	Business- type Activities	Total
<b>Assets</b>			
Current assets:			
Cash and cash equivalents	\$ 1,191,380	123,367	1,314,747
Taxes receivable	8,471	-	8,471
Grants receivable	35,516	-	35,516
Accounts receivable, net	-	52,958	52,958
Receivable - other	5,651	4,698	10,349
Prepaid expenses	7,974	500	8,474
Internal balances	(5,499)	5,499	-
Due from other governments	17,130	-	17,130
Total current assets	1,260,623	187,022	1,447,645
Noncurrent assets:			
Restricted assets			
Cash and cash equivalents	-	231,573	231,573
Capital assets, not being depreciated	378,749	-	378,749
Capital assets, net of accumulated depreciation	934,505	2,105,900	3,040,405
Total noncurrent assets	1,313,254	2,337,473	3,650,727
Total assets and other debits	2,573,877	2,524,495	5,098,372
Deferred outflows of resources	35,019	20,430	55,449
Total assets and deferred outflows of resources	\$ 2,608,896	2,544,925	5,153,821
<b>Liabilities</b>			
Current liabilities:			
Accounts payable	81,898	15,236	97,134
Accrued liabilities	8,357	3,913	12,270
Liabilities payable from restricted assets	-	22,022	22,022
Total current liabilities	90,255	41,171	131,426
Noncurrent liabilities:			
Due within one year:			
Bonds payable	-	16,400	16,400
Due in more than one year:			
Bonds payable	-	485,100	485,100
Net pension liability - proportionate share	100,195	32,239	132,434
Total noncurrent liabilities	100,195	533,739	633,934
Total liabilities	190,450	574,910	765,360
Deferred inflows of resources	50,122	2,964	53,086
Total liabilities and deferred inflows of revenues	240,572	577,874	818,446
<b>Net Position</b>			
Net investment in capital assets	1,313,254	1,604,400	2,917,654
Restricted for:			
Law enforcement	17,712	-	17,712
Road projects	620,436	-	620,436
Community redevelopment area	290,334	-	290,334
Cemetery	34,762	-	34,762
Debt service and renewal and replacement	-	209,551	209,551
Unrestricted	91,826	153,100	244,926
Total net position	2,368,324	1,967,051	4,335,375
Total liabilities, deferred inflows of resources, and net position	\$ 2,608,896	2,544,925	5,153,821

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, 2017

<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	\$ 186,409	1,449	-	-	(184,960)	-	(184,960)
Transportation	91,657	-	-	-	(91,657)	-	(91,657)
Public safety	84,568	943	-	-	(83,625)	-	(83,625)
Physical environment	132,217	1,875	75,134	-	(55,208)	-	(55,208)
Culture and recreation	88,390	4,450	-	-	(83,940)	-	(83,940)
<b>Total governmental activities</b>	<b>583,241</b>	<b>8,717</b>	<b>75,134</b>	<b>-</b>	<b>(499,390)</b>	<b>-</b>	<b>(499,390)</b>
<b>Business-type Activities:</b>							
Water utility	249,670	187,668	-	-	-	(62,002)	(62,002)
Sanitation	89,912	81,768	-	-	-	(8,144)	(8,144)
<b>Total business-type activities</b>	<b>339,582</b>	<b>269,436</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(70,146)</b>	<b>(70,146)</b>
<b>Total primary government</b>	<b>\$ 922,823</b>	<b>278,153</b>	<b>75,134</b>	<b>-</b>	<b>(499,390)</b>	<b>(70,146)</b>	<b>(569,536)</b>
<b>General Revenues:</b>							
Ad valorem taxes					59,316	-	59,316
Franchise and utility taxes					79,363	-	79,363
Motor fuel taxes					46,565	-	46,565
Sales tax					135,518	-	135,518
Intergovernmental revenues					70,655	-	70,655
Interest earnings					1,326	442	1,768
Miscellaneous revenue					459	-	459
<b>Total general revenues and transfers</b>					<b>393,202</b>	<b>442</b>	<b>393,644</b>
Change in net position					(106,188)	(69,704)	(175,892)
Net Position - Beginning					2,474,512	2,036,755	4,511,267
<b>Net Position - Ending</b>					<b>\$ 2,368,324</b>	<b>1,967,051</b>	<b>4,335,375</b>

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

**CITY OF COLEMAN, FLORIDA**

**Balance Sheet**

**Governmental Funds**

September 30, 2017

	General Fund	Gasoline Tax Road	Community Redevelopment Area	CDBG Housing	Other Governmental Fund	Total Governmental Funds
<b>Assets</b>						
Cash and cash equivalents	\$ 193,880	655,531	293,122	1,840	47,007	1,191,380
Taxes receivable	8,471	-	-	-	-	8,471
Grants receivable	-	-	-	35,516	-	35,516
Receivable - other	127	5,524	-	-	-	5,651
Prepaid items	7,974	-	-	-	-	7,974
Due from other funds	33,243	-	-	-	-	33,243
Due from other government units	13,219	3,911	-	-	-	17,130
<b>Total assets</b>	<b>\$ 256,914</b>	<b>664,966</b>	<b>293,122</b>	<b>37,356</b>	<b>47,007</b>	<b>1,299,365</b>
<b>Liabilities and fund balances</b>						
Liabilities:						
Accounts payable	26,558	16,885	90	36,689	1,676	81,898
Accrued liabilities	4,259	798	-	-	3,300	8,357
Due to other funds	-	26,847	2,698	1,928	7,269	38,742
<b>Total liabilities</b>	<b>30,817</b>	<b>44,530</b>	<b>2,788</b>	<b>38,617</b>	<b>12,245</b>	<b>128,997</b>
Fund balances:						
Nonspendable:	7,974	-	-	-	-	7,974
Spendable:						
Restricted	17,712	620,436	-	-	-	638,148
Committed	-	-	290,334	-	34,762	325,096
Unassigned	200,411	-	-	(1,261)	-	199,150
<b>Total fund balances</b>	<b>226,097</b>	<b>620,436</b>	<b>290,334</b>	<b>(1,261)</b>	<b>34,762</b>	<b>1,170,368</b>
<b>Total liabilities and fund balances</b>	<b>\$ 256,914</b>	<b>664,966</b>	<b>293,122</b>	<b>37,356</b>	<b>47,007</b>	<b>1,299,365</b>

Total Fund Balances \$ 1,170,368

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	3,164,792	
Less: accumulated depreciation	<u>(1,851,538)</u>	1,313,254

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	35,019
Deferred inflows of resources related to pensions	<u>(50,122)</u>

Net pension liability obligations are not due and payable in the current period and, therefore, are not reported in the funds. (100,195)

Net Position of Governmental Activities \$ 2,368,324

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, 2017

	General	Gasoline Tax Road	Community Redevelopment Area	CDBG Housing	Other Governmental Fund	Total Governmental Funds
<b>Revenues</b>						
Intergovernmental	\$ 169,956	46,565	20,701	75,134	-	312,356
Taxes	154,195	-	-	-	-	154,195
Licenses and permits	1,449	-	-	-	-	1,449
Fines and forfeits	943	-	-	-	-	943
Charges for services	-	-	-	-	1,875	1,875
Investment earnings	394	750	115	-	67	1,326
Miscellaneous	4,909	-	-	-	-	4,909
Total revenues	<u>331,846</u>	<u>47,315</u>	<u>20,816</u>	<u>75,134</u>	<u>1,942</u>	<u>477,053</u>
<b>Expenditures</b>						
Current:						
General government	185,014	-	-	-	-	185,014
Transportation	-	91,073	-	-	-	91,073
Public safety	82,337	-	-	-	-	82,337
Physical environment	-	-	2,814	75,436	4,207	82,457
Culture and recreation	42,816	-	-	-	-	42,816
Capital outlay	850	7,654	-	-	-	8,504
Total expenditures	<u>311,017</u>	<u>98,727</u>	<u>2,814</u>	<u>75,436</u>	<u>4,207</u>	<u>492,201</u>
Excess of revenues over (under) expenditures	<u>20,829</u>	<u>(51,412)</u>	<u>18,002</u>	<u>(302)</u>	<u>(2,265)</u>	<u>(15,148)</u>
<b>Fund balance</b>						
Beginning of year	<u>205,268</u>	<u>671,848</u>	<u>272,332</u>	<u>(959)</u>	<u>37,027</u>	<u>1,185,516</u>
End of year	<u>\$ 226,097</u>	<u>620,436</u>	<u>290,334</u>	<u>(1,261)</u>	<u>34,762</u>	<u>1,170,368</u>

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

Net change in fund balance - total governmental funds	(15,148)
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	8,504
Less: current year depreciation	<u>(104,484)</u>
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.	
	<u>4,940</u>
Change in Net Position of Governmental Activities	<u>\$ (106,188)</u>

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, 2017

	Business-type Activities - Enterprise Funds		
	Water	Sanitation	Total
	Utility Fund	Fund	
<b>Assets</b>			
Current assets:			
Cash and cash equivalents	\$ 74,755	48,612	123,367
Customer accounts receivable, net	36,945	16,013	52,958
Receivable, other	4,698	-	4,698
Prepaid expenses	-	500	500
Due from other funds	2,550	5,499	8,049
Total current assets	<u>118,948</u>	<u>70,624</u>	<u>189,572</u>
Noncurrent assets:			
Restricted assets:			
Cash and cash equivalents	231,573	-	231,573
Total restricted assets	<u>231,573</u>	<u>-</u>	<u>231,573</u>
Capital assets, net of accumulated depreciation	2,105,900	-	2,105,900
Total noncurrent assets	<u>2,337,473</u>	<u>-</u>	<u>2,337,473</u>
Total assets	<u>2,456,421</u>	<u>70,624</u>	<u>2,527,045</u>
Deferred outflows of resources	<u>-</u>	<u>20,430</u>	<u>20,430</u>
Total assets and deferred outflows of resources	<u>\$ 2,456,421</u>	<u>91,054</u>	<u>2,547,475</u>
<b>Liabilities and net position</b>			
Current liabilities:			
Accounts payable	13,322	1,914	15,236
Accrued liabilities	1,449	2,464	3,913
Due to other funds	-	2,550	2,550
Total current liabilities	<u>14,771</u>	<u>6,928</u>	<u>21,699</u>
Current liabilities (payable from restricted assets):			
Accrued interest payable	1,679	-	1,679
Customer deposits	20,343	-	20,343
Bonds payable	16,400	-	16,400
Total current liabilities (payable from restricted assets)	<u>38,422</u>	<u>-</u>	<u>38,422</u>
Noncurrent liabilities:			
Revenue bonds	485,100	-	485,100
Net pension liability - proportionate share	-	32,239	32,239
Total noncurrent liabilities	<u>485,100</u>	<u>32,239</u>	<u>517,339</u>
Total liabilities	<u>538,293</u>	<u>39,167</u>	<u>577,460</u>
Deferred inflows of resources	<u>-</u>	<u>2,964</u>	<u>2,964</u>
Total liabilities and deferred inflows of resources	<u>538,293</u>	<u>42,131</u>	<u>580,424</u>
Net position:			
Net investment in capital assets	1,604,400	-	1,604,400
Restricted for debt service and renewal and replacement	209,551	-	209,551
Unrestricted	104,177	48,923	153,100
Total net position	<u>1,918,128</u>	<u>48,923</u>	<u>1,967,051</u>
Total liabilities, deferred inflows of resources, and net position	<u>\$ 2,456,421</u>	<u>91,054</u>	<u>2,547,475</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, 2017

	Business-type Activities - Enterprise Funds		
	Water Utility Fund	Sanitation Fund	Total
<b>Operating revenues</b>			
Charges for sales/services	\$ 176,404	78,984	255,388
Late charges	6,496	2,784	9,280
Tap fees	2,428	-	2,428
Impact fees	1,911	-	1,911
Total operating revenues	<u>187,239</u>	<u>81,768</u>	<u>269,007</u>
<b>Operating expenses</b>			
Salaries	11,318	31,365	42,683
Payroll taxes	854	2,367	3,221
Employee benefits	4,129	13,964	18,093
Landfill fees	-	17,710	17,710
Office supplies and expense	3,139	2,910	6,049
Operating supplies	6,784	6,570	13,354
Insurance	6,045	2,111	8,156
Professional services	10,389	6,171	16,560
Repairs and maintenance	3,068	1,009	4,077
Utilities	1,919	171	2,090
Contract services	76,486	364	76,850
Bad debts	4,000	2,500	6,500
Depreciation	95,749	2,700	98,449
Total operating expenses	<u>223,880</u>	<u>89,912</u>	<u>313,792</u>
Operating loss	<u>(36,641)</u>	<u>(8,144)</u>	<u>(44,785)</u>
<b>Nonoperating revenues (expenses)</b>			
Investment earnings	416	26	442
Other income	429	-	429
Interest expense	(25,790)	-	(25,790)
Total nonoperating revenues (expenses)	<u>(24,945)</u>	<u>26</u>	<u>(24,919)</u>
Changes in net position	(61,586)	(8,118)	(69,704)
Total net position - beginning	<u>1,979,714</u>	<u>57,041</u>	<u>2,036,755</u>
Total net position - ending	<u>\$ 1,918,128</u>	<u>48,923</u>	<u>1,967,051</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, 2017

	Business-type Activities - Enterprise Funds		
	Water	Sanitation	Total
	Utility Fund	Fund	
<b>Cash flows from operating activities:</b>			
Receipts from customers and users	\$ 193,357	72,628	265,985
Payments to suppliers	(117,557)	(56,837)	(174,394)
Payments to employees	(11,318)	(31,365)	(42,683)
Net cash provided by (used in) operating activities	64,482	(15,574)	48,908
<b>Cash flows from noncapital financing activities:</b>			
Other income	429	-	429
Net cash provided by operating activities	429	-	429
<b>Cash flows from capital and related financing activities:</b>			
Payment on revenue bond	(15,600)	-	(15,600)
Purchase of capital assets	(4,700)	-	(4,700)
Interest paid	(25,790)	-	(25,790)
Net cash used in capital and related financing activities	(46,090)	-	(46,090)
<b>Cash flows from investing activities:</b>			
Investment income	416	26	442
Net cash provided by investing activities	416	26	442
<b>Net increase (decrease) in cash</b>	19,237	(15,548)	3,689
<b>Cash and cash equivalents, beginning of year</b>	287,091	64,160	351,251
<b>Cash and cash equivalents, end of year</b>	\$ 306,328	48,612	354,940
<b>Cash and cash equivalents classified as:</b>			
Current assets	74,755	48,612	123,367
Restricted assets	231,573	-	231,573
	\$ 306,328	48,612	354,940
<b>Reconciliation of operating income (loss) to net cash provided by operating activities:</b>			
Operating loss	(36,641)	(8,144)	(44,785)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:			
Depreciation	95,749	2,700	98,449
Bad debts	4,000	2,500	6,500
Changes in assets and liabilities:			
Increase in accounts receivable	(5,517)	(3,892)	(9,409)
Decrease in receivable, other	1,362	-	1,362
Decrease (increase) in due from other funds	4,473	(1,761)	2,712
Increase in deferred outflows of resources	-	(1,514)	(1,514)
Increase (decrease) in accounts payable	(785)	37	(748)
Increase (decrease) in accrued liabilities	106	(262)	(156)
Decrease in due to other funds	-	(4,473)	(4,473)
Decrease in accrued interest payable	(65)	-	(65)
Increase in customer deposits	1,800	-	1,800
Increase in net pension liability	-	2,653	2,653
Decrease in deferred inflows of resources	-	(3,418)	(3,418)
Totals	101,123	(7,430)	93,693
Net cash provided by operating activities	\$ 64,482	(15,574)	48,908

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, including 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 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 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 fund:

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 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, 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.

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 2017.

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

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

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, 2017 was 5.0.

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%

- All unpaid taxes on real and tangible personal property become delinquent on April 1 of the year immediately following year of assessment.

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

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

- 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 financial 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 and Retiree Health Insurance Subsidy Program annual valuations.

In addition to liabilities, the statement of financial 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 Florida Retirement System Pension Plan and Retiree Health Insurance Subsidy Program 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 Florida Retirement System Pension Plan (FRS) and Retiree Health Insurance Subsidy Program (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 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 it is 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 an ordinance. The ordinance restricts expenditures at the function level within a fund.
- 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.

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

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

- 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 2016-2017 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, 2017 is 51 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, 2017, 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. It does not issue financial statements as of and for the period ending September 30.

At September 30, 2017, 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, 2017.

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

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

As of September 30, 2017, 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, 2017 consisted of the following:

	General Fund	Other Governmental Funds	Enterprise Funds	Total All Funds
Cash and cash equivalents:				
Current assets:				
Demand deposits	\$ 65,602	10,199	30,936	106,737
Certificates of deposit	12,500	250,397	-	262,897
Money market funds	109,266	694,201	92,431	895,898
State Board of Administration - PRIME	6,512	42,703	-	49,215
Total current assets	<u>193,880</u>	<u>997,500</u>	<u>123,367</u>	<u>1,314,747</u>
Restricted assets:				
Certificates of deposit	-	-	120,536	120,536
Money market funds	-	-	94,664	94,664
State Board of Administration - PRIME	-	-	16,373	16,373
Total restricted assets	<u>-</u>	<u>-</u>	<u>231,573</u>	<u>231,573</u>
Total cash and cash equivalents	<u>\$ 193,880</u>	<u>997,500</u>	<u>354,940</u>	<u>1,546,320</u>

**5. Receivables**

Receivables at September 30, 2017 consist of the following:

	General Fund	Gasoline Tax Road	CDBG Housing Fund	Water Fund	Sanitation Fund	Total
Receivables:						
Franchise and utility taxes	\$ 8,471	-	-	-	-	8,471
Intergovernmental	13,219	3,911	35,516	-	-	52,646
Receivables-other	127	5,524	-	4,698	-	10,349
Customer accounts	-	-	-	93,945	47,013	140,958
	<u>21,817</u>	<u>9,435</u>	<u>35,516</u>	<u>98,643</u>	<u>47,013</u>	<u>212,424</u>
Less allowance for doubtful accounts	-	-	-	(57,000)	(31,000)	(88,000)
	<u>\$ 21,817</u>	<u>9,435</u>	<u>35,516</u>	<u>41,643</u>	<u>16,013</u>	<u>124,424</u>

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

**6. Capital Assets**

Capital asset activity for the year ended September 30, 2017 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	1,485,411	-	-	-	1,485,411
Equipment	114,305	8,504	-	-	122,809
Vehicles	25,529	-	-	-	25,529
Infrastructure	998,609	-	-	-	998,609
Total capital assets being depreciated	<u>2,777,539</u>	<u>8,504</u>	<u>-</u>	<u>-</u>	<u>2,786,043</u>
Less accumulated depreciation for:					
Buildings	(141,364)	(2,043)	-	-	(143,407)
Improvements	(1,014,788)	(50,511)	-	-	(1,065,299)
Equipment	(111,223)	(3,681)	-	-	(114,904)
Vehicles	(17,466)	(2,065)	-	-	(19,531)
Infrastructure	(462,213)	(46,184)	-	-	(508,397)
Total accumulated depreciation	<u>(1,747,054)</u>	<u>(104,484)</u>	<u>-</u>	<u>-</u>	<u>(1,851,538)</u>
Total capital assets, being depreciated, net	<u>1,030,485</u>	<u>(95,980)</u>	<u>-</u>	<u>-</u>	<u>934,505</u>
Governmental activities capital assets, net	<u>\$ 1,409,234</u>	<u>(95,980)</u>	<u>-</u>	<u>-</u>	<u>1,313,254</u>
<b>Business-type activities:</b>					
Capital assets being depreciated:					
Vehicles	15,556	-	-	-	15,556
Equipment	55,450	4,700	-	-	60,150
Water distribution system	1,114,704	-	-	-	1,114,704
Water treatment plant	2,085,432	-	-	-	2,085,432
Water well	50,555	-	-	-	50,555
Total capital assets being depreciated	<u>3,321,697</u>	<u>4,700</u>	<u>-</u>	<u>-</u>	<u>3,326,397</u>
Less accumulated depreciation for:					
Vehicles	(15,556)	-	-	-	(15,556)
Equipment	(52,750)	(3,009)	-	-	(55,759)
Water distribution system	(481,985)	(27,868)	-	-	(509,853)
Water treatment plant	(552,380)	(66,561)	-	-	(618,941)
Water well	(19,377)	(1,011)	-	-	(20,388)
Total accumulated depreciation	<u>(1,122,048)</u>	<u>(98,449)</u>	<u>-</u>	<u>-</u>	<u>(1,220,497)</u>
Total capital assets, being depreciated, net	<u>2,199,649</u>	<u>(93,749)</u>	<u>-</u>	<u>-</u>	<u>2,105,900</u>
Business-type activities capital assets, net	<u>\$ 2,199,649</u>	<u>(93,749)</u>	<u>-</u>	<u>-</u>	<u>2,105,900</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	\$ 6,335
Transportation	584
Public safety	2,231
Physical environment	49,760
Culture and recreation	<u>45,574</u>
Total depreciation expense - governmental activities	<u>\$ 104,484</u>
Business-type activities:	
Water utility	95,749
Sanitation	<u>2,700</u>
	<u>\$ 98,449</u>

**7. Individual Fund Disclosures**

Interfund receivables and payables at September 30, 2017 consist of the following:

	<u>Due from other funds</u>	<u>Due to other funds</u>
Major Funds:		
General Fund	\$ 38,743	5,499
Gasoline Tax Road Fund	-	26,848
Community Redevelopment Area	-	2,698
CDBG Housing Fund	-	1,928
Water Utility Fund	2,550	-
Sanitation Fund	5,499	2,550
Nonmajor Governmental Funds:		
Cemetery Fund	<u>-</u>	<u>7,269</u>
	<u>\$ 46,792</u>	<u>46,792</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.

The CDBG Housing fund has a deficit fund balance of \$1,261. This deficit is expected to be eliminated as the City draws down additional funds from the \$600,000 grant from the Florida Department of Economic Opportunity.

**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.

**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 September 30,	Principal	Interest	Total
2018	\$ 16,400	25,075	41,475
2019	17,200	24,255	41,455
2020	18,100	23,395	41,495
2021	19,000	22,490	41,490
2022	20,000	21,540	41,540
2023-2027	115,900	91,675	207,575
2038-2032	147,900	59,650	207,550
2033-2036	147,000	18,825	165,825
	<u>\$ 501,500</u>	<u>286,905</u>	<u>788,405</u>

Changes in long-term debt obligations

	Beginning balance	Additions	Reductions	Ending balance
<b>Business type activities:</b>				
Water revenue bond	\$ 517,100	-	(15,600)	501,500
Net pension liability	<u>29,586</u>	<u>10,332</u>	<u>-</u>	<u>39,918</u>
Total	<u>\$ 546,686</u>	<u>10,332</u>	<u>(15,600)</u>	<u>541,418</u>
<b>Governmental activities:</b>				
Net pension liability	<u>\$ 84,107</u>	<u>8,409</u>	<u>-</u>	<u>92,516</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. 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 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 as of September 30, 2017, were as follows:

	<u>FRS</u>	<u>HIS</u>	<u>Total</u>
Regular Employees	5.86-6.26%	1.66%	7.52-7.92%
Special Risk Employees	20.91-21.61%	1.66%	22.57-23.27%
DROP Employees	11.33-11.60%	1.66%	12.99-13.26%
Retired Employees	2.83-3.30%	1.66%	4.49-4.96%

The City's contributions for the year ended September 30, 2017 were \$9,472 to the FRS and \$2,512 to the HIS, totaling \$11,984.

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

**9. Pension Plans - continued**

*Pension Liabilities and Pension Expense*

At September 30, 2017, 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, 2017 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation dated July 1, 2017. The HIS program valuation is updated biannually and the most recent actuarial valuation was prepared as of July 1, 2016. Update procedures were used to determine liabilities as of June 30, 2017. 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, 2017	\$ 88,358	44,076	132,434
Proportion at:			
September 30, 2016	0.00000250567	0.00000432659	
September 30, 2017	0.00000298716	0.00000412214	
Pension expense (benefit), year ended			
September 30, 2017	\$ 3,412	1,355	4,767

*Deferred Outflows/Inflows of Resources Related to Pensions*

At September 30, 2017, 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>	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 8,109	(490)		(92)
Changes of assumptions	29,672		6,196	(3,788)
Net difference between projected and actual earnings on pension plan investments		(2,190)	24	
Changes in proportion and differences between employer contributions and proportionate share of contributions	6,296	(37,840)	1,393	(8,686)
City contributions subsequent to the measurement date	<u>2,806</u>		<u>953</u>	
Total	\$ <u>46,883</u>	<u>(40,520)</u>	<u>8,566</u>	<u>(12,566)</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, 2018. 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,	<u>FRS</u> <u>Expense</u>	<u>HIS</u> <u>Expense</u>
2018	\$ (7,212)	(1,110)
2019	389	(1,114)
2020	1,106	(1,117)
2021	54	(743)
2022	6,573	(26)
Thereafter	<u>2,647</u>	<u>(843)</u>
Total	<u>\$ 3,557</u>	<u>(4,953)</u>

*Actuarial Assumptions*

The total pension liability for each of the defined benefit plans was determined by an actuarial valuation as of July 1, 2017, using the 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	7.10%	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, 2016. The most recent experience study for the FRS Pension Plan was completed in 2014 for the period July 1, 2008, through June 30, 2013. 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 2017:

FRS: The long-term expected investment rate of return decreased from 7.60% to 7.10%.

HIS: The municipal rate used to determine the total pension liability increased from 2.85% to 3.58%.

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in October 2017 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%	3.0%	3.0%
Fixed income	18%	4.5%	4.4%
Global equity	53%	7.8%	6.6%
Real estate (property)	10%	6.6%	5.9%
Private equity	6%	11.5%	7.8%
Strategic investments	12%	6.1%	5.6%
	<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 7.10%. 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 3.58% 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 (6.10%)	Rate (7.10%)	1% Increase (8.10%)	1% Decrease (2.58%)	Rate (3.58%)	1% Increase (4.58%)
City's proportionate share of the net pension liability	\$159,925	\$88,358	\$28,943	\$50,297	\$44,076	\$38,894

*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, 2017, 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 covers the five year period from October 1, 2014 to September 30, 2019. Cancellation by either party may be made provided notification is made eighteen months prior to the requested termination date. During the year ended September 30, 2017, the City paid \$76,920 for such services.

**10. Subsequent Events**

Management has evaluated subsequent events through April 10, 2018, the date which the financial statements were available to be issued.

**11. Other Post-Employment Benefits**

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.

**12. New Accounting Standards**

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

- GASB Statement 73 – Pensions Not Within the Scope of GASB 67 or 68
- GASB Statement 74 – OPEB (Plans)
- GASB Statement 77 – Tax Abatement Disclosures
- GASB Statement 78 – Pensions Provided Through Certain Multiple-Employer Pension Plans
- GASB Statement 80 – Blending Requirements for Certain Component Units
- GASB Statement 82 – Pension Issues

The City has reviewed each statement and determined that none of these pronouncements have any discernable impact on these financial statements.

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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, 2017

	Budgeted amounts		Actual	Variance with
	Original	Final		Final Budget - Positive (Negative)
<b>Revenues</b>				
Intergovernmental revenues:				
State revenue sharing	\$ 37,178	37,178	34,224	(2,954)
Alcoholic beverage license	98	98	192	94
Mobile home licenses	60	60	22	(38)
Half-cent government sales tax	44,855	44,855	48,817	3,962
Local government infrastructure surtax	83,681	83,681	86,701	3,020
Grants	100,000	100,000	-	(100,000)
Total intergovernmental revenues	<u>265,872</u>	<u>265,872</u>	<u>169,956</u>	<u>(95,916)</u>
Taxes:				
Communications services tax	12,696	12,696	15,516	2,820
Ad valorem taxes	59,064	59,064	59,316	252
Franchise fees	35,380	35,380	35,010	(370)
Utility service taxes	44,125	44,125	44,353	228
Total taxes	<u>151,265</u>	<u>151,265</u>	<u>154,195</u>	<u>2,930</u>
Licenses and permits:				
Business tax receipt	1,500	1,500	1,213	(287)
Building permit fees	7,897	7,897	236	(7,661)
Total licenses and permits	<u>9,397</u>	<u>9,397</u>	<u>1,449</u>	<u>(7,948)</u>
Fines and forfeits:				
Court fines	565	565	943	378
Total fines and forfeitures	<u>565</u>	<u>565</u>	<u>943</u>	<u>378</u>
Miscellaneous revenues:				
Investment earnings	85	85	394	309
Rents	3,950	3,950	4,450	500
Other	781	781	459	(322)
Total miscellaneous revenues	<u>4,816</u>	<u>4,816</u>	<u>5,303</u>	<u>487</u>
Total revenues	<u>\$ 431,915</u>	<u>431,915</u>	<u>331,846</u>	<u>(100,069)</u>

(Continued)

**CITY OF COLEMAN, FLORIDA**  
**General Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2017

	Budgeted amounts		Actual	Variance with Final Budget - Positive (Negative)
	Original	Final		
<b>Expenditures:</b>				
General government:				
Legislative:				
Personal services	\$ 14,744	14,744	15,449	(705)
Executive:				
Personal services	18,200	18,200	17,759	441
Financial and administrative:				
Personal services	37,070	37,070	39,006	(1,936)
Operating expenditures	35,742	35,742	42,071	(6,329)
Capital outlay	4,400	4,400	-	4,400
Total financial and administrative	77,212	77,212	81,077	(3,865)
Other governmental services:				
Personal services	45,850	45,850	50,847	(4,997)
Operating expenditures	12,364	12,364	9,894	2,470
Capital outlay	900	900	850	50
Total other governmental services	59,114	59,114	61,591	(2,477)
Legal counsel:				
Operating expenditures	17,850	17,850	7,698	10,152
Comprehensive planning:				
Personal services	6,473	6,473	1,744	4,729
Operating expenditures	2,670	2,670	546	2,124
Total comprehensive planning	9,143	9,143	2,290	6,853
Total general government	196,263	196,263	185,864	10,399
Public safety:				
Law enforcement:				
Operating expenditures	82,135	82,135	82,149	(14)
Capital outlay	4,000	4,000	-	4,000
Total law enforcement	86,135	86,135	82,149	3,986
Protective inspection:				
Operating expenditures	6,320	6,320	188	6,132
Total public safety	92,455	92,455	82,337	10,118

(Continued)

**CITY OF COLEMAN, FLORIDA**  
**General Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2017

	Budgeted amounts		Actual	Variance with Final Budget - Positive (Negative)
	Original	Final		
Culture and recreation:				
Community hall:				
Operating expenditures	\$ 6,340	6,340	6,876	(536)
Parks and recreation:				
Personal services	2,935	2,935	5,481	(2,546)
Operating expenditures	29,285	29,285	30,459	(1,174)
Capital outlay	85,000	85,000	-	85,000
Total parks and recreation	117,220	117,220	35,940	81,280
Total culture and recreation	123,560	123,560	42,816	80,744
 Total expenditures	 412,278	 412,278	 311,017	 101,261
 Excess of revenues over expenditures	 19,637	 19,637	 20,829	 1,192
 <b>Fund balance</b>				
Beginning of year	-	-	205,268	205,268
 End of year	 \$ 19,637	 19,637	 226,097	 206,460

**CITY OF COLEMAN, FLORIDA**  
**Gasoline Tax, Roads Special Revenue Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2017

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget- Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
Intergovernmental:				
Local option gas tax	\$ 30,505	30,505	30,391	(114)
State revenue sharing, fuel tax	10,675	10,675	10,693	18
Gas tax, 9th cent	5,085	5,085	5,481	396
Total intergovernmental	<u>46,265</u>	<u>46,265</u>	<u>46,565</u>	<u>300</u>
Investment earnings	485	485	750	265
Total revenues	<u>46,750</u>	<u>46,750</u>	<u>47,315</u>	<u>565</u>
<b>Expenditures</b>				
Current				
Transportation:				
Personal services	24,947	24,947	30,136	(5,189)
Operating expenditures	41,715	41,715	60,937	(19,222)
Capital outlay				
Highways and streets	8,100	8,100	7,654	446
Total expenditures	<u>74,762</u>	<u>74,762</u>	<u>98,727</u>	<u>(23,965)</u>
Excess of expenditures over revenues	(28,012)	(28,012)	(51,412)	(23,400)
<b>Fund balance</b>				
Beginning of year	<u>-</u>	<u>-</u>	<u>671,848</u>	<u>671,848</u>
End of year	<u>\$ (28,012)</u>	<u>(28,012)</u>	<u>620,436</u>	<u>648,448</u>

**CITY OF COLEMAN, FLORIDA**  
**Community Redevelopment Area Special Revenue Fund**  
**Budgetary Comparison Schedule**  
For the year ended September 30, 2017

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with
	<u>Original</u>	<u>Final</u>		Final Budget- Positive (Negative)
<b>Revenues</b>				
Intergovernmental	\$ 24,000	24,000	20,701	(3,299)
Investment earnings	105	105	115	10
Total revenues	<u>24,105</u>	<u>24,105</u>	<u>20,816</u>	<u>(3,289)</u>
<b>Expenditures</b>				
Physical environment:				
Operating expenditures	82,900	82,900	2,814	80,086
Total expenditures	<u>82,900</u>	<u>82,900</u>	<u>2,814</u>	<u>80,086</u>
Excess of revenues over (under) expenditures	(58,795)	(58,795)	18,002	76,797
<b>Fund balance</b>				
Beginning of year	<u>-</u>	<u>-</u>	<u>272,332</u>	<u>272,332</u>
End of year	<u><u>\$ (58,795)</u></u>	<u><u>(58,795)</u></u>	<u><u>290,334</u></u>	<u><u>349,129</u></u>

**CITY OF COLEMAN, FLORIDA**  
**Notes to Required Supplementary Information**  
**September 30, 2017**

**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 26, 2016 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.

**2. Excess of Expenditures Over Appropriations**

The Gasoline Tax, Roads Special Revenue Fund has an excess of expenditures over appropriations of \$23,965.

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

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

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
City's proportion of the net pension liability	0.000298716%	0.000250567%	0.000305321%	0.000527316%
City's proportionate share of the net pension liability	\$ 88,358	63,268	39,425	32,174
City's covered-employee payroll	\$ 138,349	127,719	121,212	148,761
City's proportionate share of the net pension liability as a percentage of its covered-employee payroll	63.87%	49.54%	32.53%	21.63%
Plan fiduciary net position as a percentage of the total pension liability	83.89%	84.88%	92.00%	96.09%

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

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
City's proportion of the net pension liability	.000412214%	0.000432659%	0.000412125%	0.000502305%
City's proportionate share of the net pension liability	\$ 44,076	50,425	42,030	46,967
City's covered-employee payroll	\$ 138,349	127,719	121,212	148,761
City's proportionate share of the net pension liability as a percentage of its covered-employee payroll	31.86%	39.48%	34.67%	31.57%
Plan fiduciary net position as a percentage of the total pension liability	1.64%	0.97%	0.50%	0.99%

*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>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required contributions	\$ 9,472	7,281	6,862	11,877
Contributions in relation to the contractually required contribution	<u>(9,472)</u>	<u>(7,281)</u>	<u>(6,862)</u>	<u>(11,877)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
City's covered-employee payroll	\$ 138,349	127,719	121,212	148,761
Contributions as a percentage of covered-employee payroll	6.85%	5.70%	5.66%	7.98%

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

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required contributions	\$ 2,512	2,063	2,034	2,462
Contributions in relation to the contractually required contribution	<u>(2,512)</u>	<u>(2,063)</u>	<u>(2,034)</u>	<u>(2,462)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
City's covered-employee payroll	\$ 138,349	127,719	121,212	148,761
Contributions as a percentage of covered-employee payroll	1.82%	1.62%	1.68%	1.66%

*Data prior to 2014 is unavailable*

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

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**INDIVIDUAL FUND  
STATEMENTS AND SCHEDULES**

**CITY OF COLEMAN, FLORIDA**  
**NONMAJOR GOVERNMENTAL FUNDS**  
**September 30, 2017**

**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:

**Municipal Cemetery**

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

**CITY OF COLEMAN, FLORIDA**  
**Municipal Cemetery Special Revenue Fund**  
**Balance Sheet**  
September 30, 2017

	Special Revenue Fund <u>Municipal</u> <u>Cemetery</u>
<b>Assets</b>	
Cash	\$ <u>47,007</u>
Total assets	\$ <u><u>47,007</u></u>
 <b>Liabilities and fund balances</b>	
Liabilities:	
Accounts payable	\$ 1,676
Accrued liabilities	3,300
Due to other funds	<u>7,269</u>
Total liabilities	<u><u>12,245</u></u>
 Fund balances:	
Committed for:	
Cemetery	34,762
Unassigned	<u>-</u>
Total fund balances	<u><u>34,762</u></u>
Total liabilities and fund balances	\$ <u><u>47,007</u></u>

**CITY OF COLEMAN, FLORIDA**  
**Combining Statement of Revenues, Expenditures, and**  
**Changes in Fund Balances**  
**Nonmajor Governmental Funds**  
For the year ended September 30, 2017

	Special Revenue Fund <u>Municipal Cemetery</u>	Capital Project Fund <u>CDBG Housing</u>	Total Nonmajor Governmental Funds <u>                    </u>
<b>Revenues</b>			
Intergovernmental:			
Grants	\$ -	-	-
Sales, cemetery lots	1,875	-	1,875
Investment earnings	67	-	67
Total revenues	<u>1,942</u>	<u>-</u>	<u>1,942</u>
<b>Expenditures</b>			
Physical environment:			
Operating expenditures	4,207	-	4,207
Total expenditures	<u>4,207</u>	<u>-</u>	<u>4,207</u>
Excess of expenditures over revenues	(2,265)	-	(2,265)
<b>Fund balance</b>			
Beginning of year	<u>37,027</u>	<u>-</u>	<u>37,027</u>
End of year	<u>\$ 34,762</u>	<u>-</u>	<u>34,762</u>

**STATUTORY SECTION**

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

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ASSOCIATION OF  
CERTIFIED FRAUD EXAMINERS

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, 2017, 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 10, 2018.

### **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. 2017-1 and 2017-2, on page 53.

## **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 56 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 10, 2018  
Orlando, Florida



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

## 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, 2017. 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, 2017.

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.



Orlando, Florida  
April 10, 2018

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

**Significant Deficiencies**

**2017-1 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, 2017.

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.

**2017-2 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>2016-1</b>	Improve knowledge of internal control over financial reporting	Some improvement shown. See Comment No. 2017-1 in current year.
<b>2016-2</b>	Lack of segregation of duties	Continued improvement. See Comment No. 2017-2 in current year.

Comments 2017-1 and 2017-2 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 financial report filed with the Department of Financial Services pursuant to Florida Statutes Section 218.32 is in agreement with the annual financial audit report for the year ended September 30, 2017.
2. 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.
3. 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 eight years were as follows:

	<u>Operating</u> Income (Loss)	<u>Investment</u> Earnings	<u>Interest</u> Expense	<u>Decrease</u> in Net Position	<u>Rate</u> Covenant Ratio
2010	\$ (6,149)	\$ 4,465	\$ (30,301)	\$ (31,985)	1.16
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

\* 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.

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, 2017, depreciation expense was 42% 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, and 1.51% effective October 1, 2017, 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, 2016 and 2017. 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 10, 2018

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, 2017

Dear Ms. Norman:

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

2017-1: Improve Knowledge of Internal Control Over Financial Reporting:

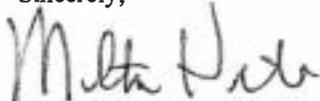
The City had made the evaluation for the cost vs. the benefit of establishing internal controls over the preparation of financial statements in accordance with generally accepted accounting principles (GAAP). We came to the conclusion of outsourcing this task to our independent auditors would be the most cost effective. We believe they are most suited for this task because of their skills and training in the preparation of governmental financial reports. However, we will make continuous efforts to stay involved in the process by reviewing the financial statement draft, making input into the management discussion and analysis and other pertinent areas of the financial statements. We will also make continuous efforts to ensure our auditors' independence from our internal control system.

2016-2: Lack of Segregation of Duties:

We will continue to provide the following safeguards to overcome this inherent weakness of small municipalities: 1) having bills inspected by the Mayor and approved by the City Council for payments; 2) requiring all checks be signed manually by two (2) authorized check signers; 3) keeping the Financial & Operations Manager, who prepares the checks and performs the majority of the financial tasks, out of the authorized check signers; 4) having the Mayor and four (4) out of five (5) City Council Members as the authorized check signers to ensure their involvement in internal control; 5) utilizing Public Service Director as the primary cashier for the utility services' payments; and 6) utilizing her to make deposits for the CDBG (Community Development Block Grant) fund and the utility payments.

Should you have any questions, please feel free to contact us.

Sincerely,

  
Milton Hill  
Mayor

MH/aat